

ADAMS COUNTY BOARD OF SUPERVISORS REGULAR MONTHLY MEETING
ADAMS COUNTY BOARD ROOM
February 21, 2006
7:00 p.m.

Call to Order by Chairperson Sebastiani

Moment of Silence

Pledge Of Allegiance

Compliance with Open Meeting Law

Roll Call of Supervisors

Approval of the January 17, 2006 County Board Minutes

Announcement of meetings and Agenda Changes (if any). Dixon, Kotlowski, Eggebrecht, Kirslenlohr, Grabarski, Keckeisen to review claims during the recess.

Correspondence:

Appointments:

Claims: County Board

Unfinished Business: Bring back for amendment Res. #33-2005 Non Represented employee pay. Bring back for amendment Res. 11-177 Flex Spending Account

New Business: Administrator Report. Register of Deeds annual 2005 report. Report dated Dec 21, 2005 on Adams County Land Records web site statistics. Report dated Dec 21, 2005 on Adams County web site statistics. Clerk of Courts annual 2005 report. Discussion and approve Final Operations & Staffing Review of Management Information Systems Department. Library monthly report. Approval of proposed Strong's Prairie zoning ordinance amendment. Approve 2006 Emergency Fire Wardens for Adams County, County Clerk Report.

COMMITTEE REPORTS		
Airport 12/19 Brd of Adjustments 1/18 Dept Head 1/26 County Brd 1/17 Emer Gvt 1/13 Extension 1/13, 2/3 Finance 12/14, 12/15, 1/18, 1/19 Hlth Hum Serv 12/9, 1/13, 2/2 Hlth Hum Eval 1/30 Hlth Hum Serv Fin 12/9, 1/13 Hwy 1/12	Hwy Safety 11/8, 1/24 LCD 12/12, 1/9 NCWWD 9/22 P & Z 1/4 Parks 11/9 Personnel 12/8, 1/12, 1/30, 2/9 Property 1/11, 2/1 Pub Hlth Comm 1/25 Review 1/11, 2/8	Rural Indust 2/1 Slid Wste 1/11, 2/8 SCLS 1/9 Special Com on Com 1/10, 2/2 Steering Com 11/29 Surveyor 2/6 Youth Com 1/3 VSO 1/13, 2/10

Supervisors – Are there any committee reports you want to address separately.

Review and discuss committee minutes as printed and presented, and correct if necessary.

Supervisors to sign Resolutions, Ordinances & Petitions as needed.

Resolutions:

Res. #01: To honor the service of retiring employee Arvin V. Prutzman

Res. #02: To approve the Adams County Land Records Modernization Plan 2005.

Res. #03: To create one part-time Library Assistant I position, a maximum of 85 hours per month, 15-19 hours per week. This position is classified in Group 2, Class 3 of the Courthouse Local 1168 Union Contract.

Res. #04: Deletes the position of Deputy Director at the Health & Human Services Department, creates the position of Intake/Access Specialist, at a rate of pay commensurate with qualifications (Bachelor's degree) and job duties, and authorizes the Department to recruit and hire two full-time Intake/Access Specialists.

Res. #05: To sell county advertised tax foreclosure property.

Res. #06: To establish a new, non-lapsing account for the Planning & Zoning Department to be utilized for the placement of permanent Groundwater Elevation Observation Pipes in Adams County.

Res. #07: To approve the New Rome Cemetery Addition Plat and adopt said approval by Resolution of the County Board.

Res. #08: To create a full-time Finance Director position using the attached job description, with the salary at Grade 17 of the Adams County Salary Structure. This resolution would also establish a Finance Department under the directions of the County Administrator.

Ordinances:

Ord. #08: Rezone a parcel of land in the Town Adams, owned by Jerry J. & Lou Ann Hippe, property (20 acres) located in the E 1/2, NE 1/4, NE 1/4, Section 15, Township 17 North, Range 6 East, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Ord. #09: Rezone a parcel of land in the Town of Dell Prairie, owned by Donald Stark, property (9.47 acres) located at 3887 10th Avenue, known as Lot #1, C.S.M. #4880, in the SE 1/4, SE 1/4, Section 16, Township 14 North, Range 6 East, changed from an A-3 Secondary Agricultural District to an R-2 Rural Residential District.

Ord. #10: Rezone a parcel of land in the Town of Dell Prairie, owned by Terry Ballard, property (1.510 acres) located at 4186 State Road 23, known as Lot #2, C.S.M. #1240, in the SW 1/4, SW 1/4, Section 31, Township 14 North, Range 7 East, changed from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

Ord. #11: Rezone a parcel of land in the Town of Jackson, owned by Arrowhead Inc./J. Robert Fusch, property (5 acres) located in Part of Government Lot #1, at 275 Freedom Lane, in the SE 1/4, SW 1/4 and the SW 1/4, SW 1/4, Section 26, Township 15 North, Range 7 East changed from an A-1 Exclusive Agricultural District and an R-1 Single Family Residential District to an R-2 Rural Residential District.

Ord. #12: Rezone a parcel of land in the Town of Preston, owned by RecLand Properties, property (38 + acres) located in the NE 1/4, SW 1/4 and the NW 1/4, SW 1/4, Section 33, Township 18 North, Range 6 East, property (10+ acres) located in the NW 1/4, SW 1/4, Section 33, Township 18 North, Range 6 East, changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District and from an A-1 Exclusive Agricultural District to an R-2 Rural Residential District.

Ord. #13: Ordinance to ensure that any and all projects that are subject to Adams County Planning and Zoning Department ordinances are executed in accordance with all applicable administrative rules, codes and ordinances.

Denials:

Denial # 01: Rezone a parcel of land in the Town of Adams, owned by Thomas L & Jean M. Williams, property (9.68 acres) known as Lot #1, C.S.M. #257, in the NE 1/4, SW 1/4, Section 23, Township 17 North, Range 6 East (one acre) be changed from a Conservancy District to a Recreational/Residential District and changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District

Denial #02: Rezone a parcel of land in the Town of Adams, owned by Allan & Dolores Modrak, property (9.97 acres) known as Lot #1, C.S.M. #4903, in the NE 1/4, NW 1/4, Section 23, Township 17 North, Range 6 East, property (one acre) be changed from a Conservancy District to a Recreational/Residential District and changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

CLOSED SESSION: 19.85(1)(c), Wis. Stat., to discuss performance evaluation data. 19.85 (1)(g) to consider possible litigation against the County.

Report on claims

Approve Claims as reported

Per Diem and Mileage:

Motion for Clerk to correct errors

Move to Adjourn



ADAMS COUNTY REGISTER OF DEEDS

JODI M. HELGESON



PO Box 219
402 MAIN ST
FRIENDSHIP WI 53934
608-339-4206

DEPUTIES:
JOANN REICHHOFF
JULIE GOODHUE

• 2005 ANNUAL REPORT

To the Honorable Board of Supervisors of the County of Adams, State of Wisconsin.

I, Jodi M. Helgeson, Register of Deeds for Adams County, Wisconsin, respectfully submit the following report for 2005.

Documents recorded: 16,629

Vital Records Filed:

Birth -214

Death -251

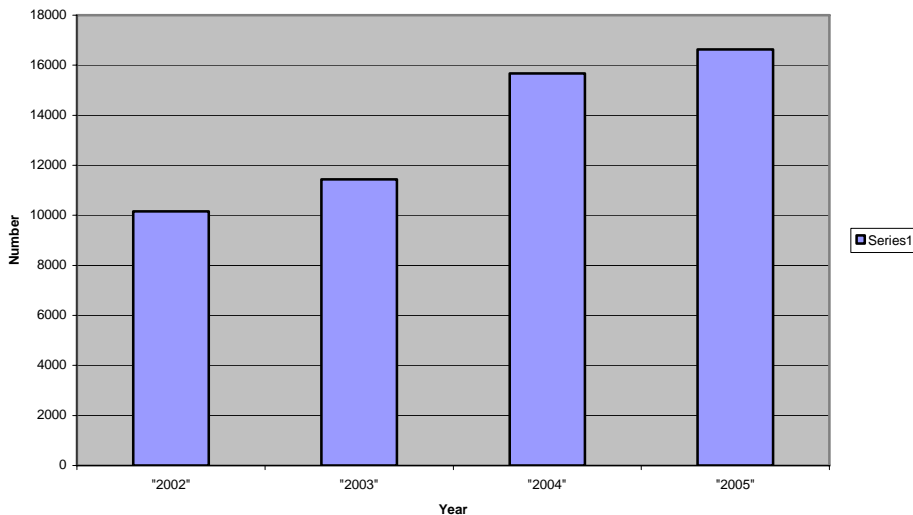
Marriage -117

Veterans Discharges -22

In addition, thousands of requests for copies of documents, vital and non-vital were answered along with hundreds of requests by genealogists for information.

My office has utilized approximately 20 hours of court-ordered community service program participants to assist with various projects freeing staff to work on day to day activities.

Register of Deeds Recorded Documents



ADAMS COUNTY REGISTER OF DEEDS

REVENUES

Total Monies Deposited:	\$814,771.41
Monies send to state agencies ¹	\$508,968.74

Balance for Adams County	\$305,802.67
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Monies for Adams County
distributed as follows:

Revenue #1013.46130 (Register of Deeds)	\$255,243.67
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Revenue #1013.46131 & 32 (Adams County Land Information)	\$50,559.00
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The Register of Deeds office is the source of funding for the Adams County Land Information program based upon the number of documents recorded. Monthly reports are provided to the Land Information Officer on monies received for this purpose.

The amount of revenue received by this office is based mainly upon the economy, with two key factors, interest rates and the growth of the county, generating the most amount of work.

Respectfully submitted this 21st day of February, 2006.

Jodi M. Helgeson
Register of Deeds

FEW THINGS MUST LAST AS LONG AS COUNTY RECORDS"

TO: THE HONORABLE BOARD OF SUPERVISORS OF ADAMS COUNTY

LADIES AND GENTLEMEN:

¹ 80% of Real Estate Transfer Fees to Dept. of Revenue; \$7.00 of each birth certificate certified copy sale to Children's Trust Fund; \$2.00 of each recording fee to Wisconsin Land Information.

I, DIANNA D. HELMRICK, CLERK OF CIRCUIT COURT FOR ADAMS COUNTY, WISCONSIN, RESPECTFULLY SUBMIT THE FOLLOWING REPORT OF RECEIPTS AND DISBURSEMENTS OF THE OFFICE OF THE CLERK OF CIRCUIT COURT FROM JANUARY 1, 2005 THROUGH DECEMBER 31, 2005.

BALANCE BROUGHT FORWARD JANUARY 1, 2005

\$ 72,771.93

RECEIPTS

COURT REVENUE:

\$ 1,002,804.22

Circuit Fees	\$ 97,701.35
Clerk's Fees	24,171.79
Penalty Assessment	80,334.83
Crime Victim/Witness Surcharge	21,012.74
Justice Information Fee	41,299.71
Jail Assessment	35,119.00
Driver Improvement Surcharge	47,753.38
DNR Restitution	660.73
Snowmobile Registration Surcharge/Environmental Surcharge	2,233.41
DNR Assessment/Wild Animal Protection Assessment	10,528.56
Domestic Abuse Assessment	1,672.29
Truck Driver Education Surcharge	56.00
Interest Revenue	1,408.15
Railroad Crossing Improvement Assessment	-0-
Weapons Assessment	570.00
Occupational License Fee	520.00
Family Counseling Service Fee	1,600.00
Drug Abuse Surcharge	3,239.66
DNA Surcharge	282.59
Crime Lab/Drug Law Assessment	24,672.95
Circuit Court Automation Project	28,513.68
Court Service Fee	288,744.22
Municipal Fees	2,200.00

FINES AND FORFEITURES:

County	129,146.63
State-Chapter 341-347, 349 & 351	71,723.28
State-Chapter 348	2,788.76
State-All Others	84,850.51

CITY OF ADAMS Fines & Forfeitures 13,861.98

TOWN OF ROME Fines & Forfeitures 1,279.29

RESTITUTION 19,880.19

BAIL 156,311.15

TRUST 67,412.80

TOTAL RECEIPTS:

1,261,549.63

\$1,334,321.56

DISBURSEMENTS

TREASURER, COUNTY OF ADAMS \$ 1,002,804.22

TREASURER, CITY OF ADAMS 13,861.98

TREASURER, TOWN OF ROME 1,279.29

RESTITUTION 19,851.21

BAIL 138,770.15

TRUST 65,295.93

TOTAL DISBURSEMENTS:

\$1,241,862.78

BALANCE ON HAND 12-31-05

RESTITUTION	\$ 130.00
BAIL	72,272.00
TRUST	<u>20,056.78</u>

TOTAL BALANCE ON HAND 12-31-05

\$92,458.78

\$1,334,321.56

\$1,190,946.43

CERTIFICATES:	JURY CERTIFICATES	\$2,510.76	No. Issued:	97
	WITNESS FEES	1,150.78	No. Issued:	40
	INTERPRETER FEES	17.50	No. Issued:	1
	LAND COMMISSIONERS	-0-	No. Issued:	0

STATE OF WISCONSIN)
) SS.
COUNTY OF ADAMS)

I, Dianna D. Helmrick, Clerk of Circuit Court for Adams County, Wisconsin, being first duly sworn on oath, do say that the within and foregoing report is true to the best of my belief and knowledge based upon the records of my office.

Dated this ____ day of February, 2006

Clerk of Circuit Court,
Adams County, Wisconsin

Subscribed and Sworn to before me
this ____ day of February, 2006

Notary Public, Adams County, WI
MCE: _____

CASE DATA - 2005

FILED:

CIVIL CASES	313
FAMILY CASES	121
PATERNITY ACTIONS	37
CRIMINAL MISDEMEANORS	625
CRIMINAL FELONIES	134
TRAFFIC & NON-TRAFFIC FORFEITURES	4,023
JUVENILE FORFEITURES	388

SMALL CLAIMS	633
GARNISHMENTS	199
APPEALS PROCESSED	9
INCARCERATED PERSON CASES	0
CIVIL COMMITMENT (Chapter 980)	0
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PASSPORT APPLICATIONS:	160
OCCUPATIONAL LICENSE APPLICATIONS:	14
JURY TRIALS:	3
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MISCELLANEOUS DATA

Tax liens, transcript judgments, foreign judgments, mechanics liens, construction liens, maintenance liens, condominium liens, hospital liens, State Income Tax liens, DWD (formerly DILHR) warrants and executions, list of officers, Oaths of Office, Judicial Appointments, not broken down in the above listed categories.

This office also maintains the daily court calendar, scheduling matters filed in this county, coordinating dates with other counties for judges assigned to Adams County cases.

All case filings and case activities in either pending or closed files returned for an activity are reported by this office to the Wisconsin Court Information System on a monthly basis on line through CCAP.

This year we began receiving traffic citations electronically from a few agencies and are now sending all traffic dispositions to the WIDOT electronically. Our Community Service Program welcomes Dora Tijerina as part-time clerical staff, filling the position vacated by Jeri Dudman who transferred to the District Attorney's Office. The County welcomes John Keuler as County Administrator. And, sadly, we all said good bye to Dick Holt who passed away October 16, 2005.

Resolution no. -1 -2006

Intent & Synopsis: To honor the service of retiring employee Arvin V. Prutzman

Fiscal Note: No fiscal impact

WHEREAS: Arvin Prutzman began his employment with the Adams County Highway Department on January 6, 1986, and

WHEREAS: Arvin started his career as a Heavy Equipment Operator & then posted into the State Patrolman Section 3 (State Road 21) in July 1988; and

WHEREAS: Arvin has been a loyal & dedicated employee of Adams County Highway Department for 20 years; and

WHEREAS: Arvin V. Prutzman will retire from the Highway Department on January 6, 2006 to enjoy his hobbies.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to honor the service & dedicated work of Arvin V. Prutzman.

BE IT FURTHER RESOLVED: That a copy of this resolution be presented to Arvin V. Prutzman.
Dated this 12th day of January 2006

/s/ Larry Babcock /s/ Joyce Kirsenlohr /s/ Robert Dixon /s/ Dean R. Morgan /s/ David C. Grabarski

Adopted -

Defeated - by the Adams County Board of Supervisors this 21 day of February 2006.

Tabled

County Clerk

County Board Chair

RESOLUTION NO. 2-2006

INTRODUCED BY: Land Information Committee

INTENT AND SYNOPSIS: To approve the Adams County Land Records Modernization Plan 2005.

FISCAL NOTE: None

WHEREAS, The Wisconsin Land Information Program was created as a part of 1989 Wisconsin Act 31 and,

WHEREAS, this legislation is now the Wisconsin Land Information Program set forth in Section 16.976 of the Wisconsin Statutes; and,

WHEREAS, by means of Resolution No. 110-1992, adopted July 21, 1992, the Adams County Board of Supervisors approved the initial Adams County Land Records Modernization Plan;

WHEREAS, the Wisconsin Land Information Program enables counties to retain fees collected for recording and filing real estate documents and apply for and receive grants from the Wisconsin Land Information Program which thereby allows counties to make progress in land records modernization, without relying fully on taxes levied by counties; and,

WHEREAS, pursuant to the provisions of Section 59.82(5) of the Wisconsin Statutes, the Adams County Register of Deeds collects fees for recording and filing real estate documents that must be used to develop, implement and maintain a countywide plan for land records modernization; and,

WHEREAS, in order for the Register of Deeds to allowed to continue to collect those fees for recording and filing real estate documents that must be used to development, implement and maintain a countywide plan for land records modernization, and in order for Adams County to be eligible for continued participation in the Wisconsin Land

Information Program, it is necessary that the Adams County Land Records Modernization Plan be updated as recommended by the Wisconsin Land Information Board and the Wisconsin Department of Administration; and,

WHEREAS, The Adams County Land Information Committee has updated the Adams County Land Records Modernization Plan, in a document entitled "Adams County Land Records Modernization Plan 2005" a photocopy of which is on file in the Office of the Adams County Clerk, and may be inspected there during normal business hours; and

WHEREAS, the Adams County Land Information Committee recommends approval of the "Adams County Land Records Modernization Plan"

NOW THEREFORE BE IT RESOLVED, that the Adams County Board of Supervisors hereby approved the "Adams County Land Records Modernization Plan 2005"

Dated this:

Adams County Land Information Committee

Adopted

By the Adams County Board of Supervisors this 21 day of February, 2006.

Defeated

Cindy Phillippi, County Clerk

Al Sebastiani, County Board Chair

Resolution no. 3 -2006

INTRODUCED BY: Library Board.

INTENT & SYNOPSIS: To create one part-time Library Assistant I position, a maximum of 85 hours per month, 15-19 hours per week. This position is classified in Group 2, Class 3 of the Courthouse Local 1168 Union Contract.

FISCAL NOTE: \$10,736.73. Wages for April 3 - December 31, 2006 - \$8,973.45 (\$11.73 per hour per current union contract), Social Security - \$686.47, Retirement - \$1,076.81.

WHEREAS: Circulation at the Adams County Library has increased 30 percent over the past year; and

WHEREAS: Increased circulation and computer usage by the general public has placed a considerable burden on the library and its staff, resulting in the current part-time staff working more than 85 hours per month, thus resulting in a considerable expense to the County; and

WHEREAS: Additional part-time staff is necessary for the efficient operation of the Adams County Library.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors to create a part-time Library Assistant I position of 16-19 hours per week, a maximum of 85 hours per month, to be placed in Group 2, Class 3 of the Courthouse Local 1168 Union contract.

Dated this 21st day of February, 2006.

Adopted _____
Defeated _____
Tabled _____

by the Adams County Board of Supervisors this 21st day of February,
2006.

County Board Chairman

County Clerk

RESOLUTION NO. _____4-2006_____

INTRODUCED BY: Health & Human Services Committee

INTENT AND SYNOPSIS: Deletes the position of Deputy Director at the Health & Human Services Department, creates the position of Intake/Access Specialist, at a rate of pay commensurate with qualifications (Bachelor's degree) and job duties, and authorizes the Department to recruit and hire two full-time Intake/Access Specialists.

FISCAL NOTE: No County funds (General Property Taxes or Applied Funds) are necessary for these positions. Sufficient funds are budgeted for 2006 from State Grants as noted below. The creation of an account (240E28.54510.xxx for Intake/Access) and line item transfers from the approved 2006 budget will be accomplished through passage of this resolution. The salary range is established commensurate with existing County professional positions (at the midpoint between Case Manager and Social Worker II classifications).

2004 SALARY RANGE	Start	6 Months	1 Year	2 Years	5 Years	
Intake/Access Specialist		\$14.37	\$15.15	\$16.07	\$16.94	\$17.51

2006 COSTS (and account codes – NEW accounts)	Amount
Salary (240E.28.54510.110)	\$59,884.50
FICA (240E.28.54510.210)	\$4,581.16
Retirement (240E.28.54510.211)	\$7,186.14
Health Insurance (240E.28.54510.214)	\$28,133.28
Life Insurance (240E.28.54510.215)	\$66.60
TOTAL	\$99,851.68

2006 APPROVED BUDGET (transfer from account codes)	Amount
Salary (240E.28.54509.110)	\$20,163.58
Salary (240E.36.54390.110)	\$20,163.58
Salary (240E.38.54590.110)	\$20,169.64
Salary (240E.28.54502.110)	\$16,245.43
FICA (240E.28.54509.210)	\$1,542.52
FICA (240E.36.54390.210)	\$1,542.52
FICA (240E.38.54590.210)	\$1,542.97
FICA (240E.28.54502.210)	\$1,243.05
Retirement (240E.28.54509.211)	\$2,419.63
Retirement (240E.36.54390.211)	\$2,419.63
Retirement (240E.38.54590.211)	\$2,420.36
Retirement (240E.28.54502.211)	\$1,949.45
Health Insurance (240E.28.54509.214)	\$1,957.92
Health Insurance (240E.36.54390.214)	\$1,957.92
Health Insurance (240E.38.54590.214)	\$1,958.52

Health Insurance (240E.28.54502.214)	\$2,054.00
Life Insurance (240E.28.54509.215)	\$32.32
Life Insurance (240E.36.54390.215)	\$32.32
Life Insurance (240E.38.54590.215)	\$32.32
Life Insurance (240E.28.54502.215)	\$4.00
TOTAL	\$99,851.68

WHEREAS, the Health & Human Services Department was created in March, 2005 to improve the efficiency, coordination, and overall quality of health and human services to the residents of Adams County, and

WHEREAS, one of the primary areas identified for coordination and improvement was the process by which County residents entered the Health & Human Services system, and

WHEREAS, the designation of one staff member to coordinate each client's entry into the service delivery system is not only easier for prospective clients but also is clinically and administratively desirable, and

WHEREAS, property tax caps and levy limits have made it impossible for the Health & Human Services Department to meet this need by adding staff to those already in place, and

WHEREAS, the Deputy Director position is presently vacant, and

WHEREAS, the management staff of the Department and the Health & Human Services Board have concluded that the Department can function efficiently and effectively without replacing the Deputy Director position, and

WHEREAS, the appropriation of additional County funds is not required, and no other programs will be reduced or services eliminated,

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors that the Deputy Director position in the Health & Human Services Department be eliminated, and

BE IT FURTHER RESOLVED that two full-time Intake/Access Specialist positions be created, and

BE IT FURTHER RESOLVED that the Health & Human Services Department be authorized to begin immediate recruitment for these positions through posting with the Professional Employees' Union, and

BE IT FURTHER RESOLVED that the Director of the Health & Human Services Department be directed, at the conclusion of each fiscal year, to assure that there are sufficient funds available for the continuation of these positions.

Dated this 9th day of December 2005.

HEALTH & HUMAN SERVICES BOARD

_____ ADOPTED

_____ DEFEATED

by the Board of Supervisors of Adams County, Wisconsin, this _____ day of _____, 2005.

County Clerk

County Board Chairperson

INTRODUCED BY: PROPERTY COMMITTEE.

INTENT & SYNOPSIS: TO SELL COUNTY ADVERTISED TAX FORECLOSURE PROPERTY

FISCAL NOTE: \$4,250.00 REVENUE TO ACCOUNT NO. 10.10.48350 - GENERAL
PROPERTY SALES
\$11.00 REVENUE TO ACCOUNT NO. 10.13.46130 - REGISTER OF DEEDS RECORDING
FEES

WHEREAS: Jerry Willey Sr. has submitted a bid of \$4,250.00 for the parcel of land described as follows:

24-2316 Lot Twenty-nine (29) in Wildwoods Subdivision. All being in the Town of Preston, County of Adams, State of Wisconsin.

WHEREAS: On April 20, 27 and May 4, 2005, Adams County advertised the above described property for sale for \$4,200.00 and,

WHEREAS: Jerry Willey Sr. has submitted a 10% (or more) down payment of \$425.00 which is on deposit with the County Treasurer,

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that the above described property be hereby sold to Jerry Willey Sr. for the bid of \$4,250.00 and,

BE IT FURTHER RESOLVED: That the County Clerk issue Jerry Willey Sr.. a WARRANTY DEED to the above described property upon receipt of the balance due of \$3,825.00 plus \$11.00 recording fee.

SUBMITTED FOR ADOPTION THIS 21st day of February, 2006.

ADOPTED []
BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS _____ DAY OF _____, 2006
DEFEATED []

COUNTY CLERK

COUNTY BOARD CHAIRMAN

INTRODUCED BY: Planning & Zoning Committee.

INTENT & SYNOPSIS: To establish a new, non-lapsing account for the Planning & Zoning Department to be utilized for the placement of permanent Groundwater Elevation Observation Pipes in Adams County.

FISCAL NOTE: No County Funds required.

WHEREAS; In order to provide a means to accurately monitor and establish regional water table fluctuations in deep sandy soils in the Central Sands area in Adams County for uses pursuant to Soil Saturation Determinations Hydrograph Method per Comm. 85.60(4) and other groundwater studies, and

WHEREAS; Program funding shall be provided through a review fee levied for each Soil Saturation Determination Hydrograph Method form submitted to the Adams County Planning and Zoning Department for review. The funds procured shall be placed in an independent account used exclusively to meet the financial demands of this program, and

WHEREAS; Revenue shall be allowed to accumulate, not to exceed \$10,000.00 to be used for installation, maintenance, annual support services, replacement or relocation costs of all devices used in obtaining, reading, or storing of groundwater elevation and/or other water study data. Revenue procured in excess of program demands shall be returned to the General Fund, and

WHEREAS: All Groundwater Elevation Observation Pipes are the property of and are under administrative authority of the Adams County Planning and Zoning Department. Any shared uses shall require the approval of the Planning and Zoning Committee, and

WHEREAS: This program shall not be construed as assuming any liability on the part of the County or an official or employee thereof for damages to anyone injured or for any groundwater contamination, or property damage.

Dated this 8th day of February 2006

Enacted/Defeated by the Adams County Board of Supervisors this _____ day of February 2006

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

INTRODUCED BY: Planning and Zoning Committee

INTENT & SYNOPSIS: To approve the New Rome Cemetery Addition Plat and adopt said approval by Resolution of the County Board.

FISCAL NOTE: No appropriation of funds is required.

WHEREAS: The New Rome Cemetery Association has submitted a plat for a New Rome Cemetery Addition located in the SE ¼ NW ¼ Section 22, Township 20 N, Range 5 E, Town of Rome, Wisconsin; and

WHEREAS: Wisconsin Statute 157.07 allows for cemetery expansion from time to time as required for cemetery lots, drives and walks; and

WHEREAS: The plat map may not be recorded unless laid out and platted to the satisfaction of the County Board; and

WHEREAS: The cemetery authority shall cause the plat to be recorded together with a copy of the adopted County Board Resolution approving the plat.

NOW, THEREFORE, BE IT RESOLVED: BY THE Adams County Board of Supervisors to approve and adopt the proposed New Rome Cemetery Addition.

Dated this 8th day February, 2006

ENACTED ()

DEFEATED () BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS 21st DAY OF February, 2006.

Cindy Phillippi, COUNTY CLERK

Al Sebastiani, Board Chair

INTRODUCED BY: Supervisors Charlie Rath, Mike Keckeisen, Matthew Sherd and Cynthia Loken.

INTENT & SYNOPSIS: To create a full-time exempt Finance Director position using the attached job description, with the salary at Grade 17 of the Adams County Salary Structure. This Resolution would also establish a Finance Department under the direction of the County Administrator.

FISCAL NOTE: Funds for this position shall be taken from the General Fund. The salary range for the position will be placed at Grade 17 with a range of \$59,987.20 to \$77,604.80. The fringe benefits cost with family health insurance coverage, would range from \$25,873.32 to \$29,335.18.

WHEREAS: The County has a total budget in excess of \$46 million dollars, consisting of revenues and expenditures; and

WHEREAS: With the knowledge and expertise of a Finance Director, the County will invest money and potentially earn higher yields on County investments, reduce finance charges on debt by seeking the most advantageous avenues for bonding and debt financing, assist with writing and monitoring grants, and save money on auditing costs. The County currently pays its auditing firm, Schenck, for additional audit services including budget assistance, highway closings, state financial reporting, and audit preparation. Under the direction of the Finance Director, these additional audit costs will be eliminated based on quotes provided by Schenck, which would include \$12,765 in 2006, and \$13,260 in 2007. In addition, a Finance Director will provide additional savings on the preparation of audit data and year end closing of financial records, which are currently completed by and paid to Schenck; and

WHEREAS: As our County environment changes, so must the role of how the County manages its finances. With legislation currently putting restraints on the County's taxation, it has become more important than ever to have someone study and formulate fiscal strategies to ensure the County's finances support the services provided. A Finance Director will inform the Board on the impact of tax freezes and financial constraints, to ensure the Board has the ability to make informed decisions on the financial future of the County. With this position, the County will take a proactive, not a reactive approach to the restraints applied by State and Federal mandates; and

WHEREAS: With the growth, development, and tourism in Adams County, revenues and tax dollars generated from this growth need to be invested to provide the greatest return on the investment. The Finance Director will review financial performance of the County, develop financial strategies, conduct cost and benefit analysis, forecast and model financial performance, as well as target the County's productivity to keep the Board and Department Heads informed; and

WHEREAS: The County has saved money with assistance of Associated Financial Group a total of \$141,586.00 to date and is estimated to save an additional \$30,000 in 2006, based on 5% discounts that have been negotiated with Associated Financial Group and Moundview Memorial Hospital and Clinics. This will be a savings of approximately \$161,586.00 for the County, subtracting the cost of Associated Financials Group services from the savings. These monies will continue to be saved each year, and with the help of Associated Financial, should continue to save the County in the future. These savings far exceed the cost to create the Finance Director position.

WHEREAS: The Finance Director will assist the County Board and Department Heads by responsibly and cost effectively managing the finances of the County in order to provide the maximum benefit to our taxpayers, citizens, and visitors of Adams County.

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors to create a full-time, exempt Finance Director position using the attached job description and to pay the Finance Director at Grade 17 of the County Salary Structure.

BE IT FURTHER RESOLVED: To establish a Finance Department, the Bookkeeper position shall be transferred from the County Clerk's Office to the Finance Department upon hiring of the Finance Director.

Dated this 21st day of February, 2006.

Adopted _____

Defeated _____
Tabled _____

by the Adams County Board of Supervisors this 21st day of February,
2006.

County Clerk

County Board Chair

Ordinance No.: __8__, 2006

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Adams on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 11, 2006, Jerry J. & Lou Ann Hippe, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (20 acres) located in the E 1/2, NE 1/4, NE 1/4, Section 15, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE

February 8, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:30 A.M.

Jerry J. & Lou Ann Hippe – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to allow the 20 acre parcel to become conforming on property located in the E 1/2, NE 1/4, NE 1/4, Section 15, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: John Olson, representing the petitioner.

Appearing against with testimony: Velma Waite and Dennis and Ronna Clausen.

Correspondence: Notification from the Town Board of Adams that they met on January 11, 2006 and do not object to the zoning change. E-Mail received from Ronald Chamberlain, Adams County Highway Commissioner, stating no concerns with the zoning change.

- **Disposition:** Mike Keckeisen made a motion to recommend denial of the zoning change. The motion died for a lack of a second. David Grabarski made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Jim Legreid seconded the motion. Roll Call Vote: 6-Yes. 1-No (Keckeisen). Motion carried. The reason Mike Keckeisen voted no is because he thought the non-conforming parcels would be corrected this spring.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Dell Prairie on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 17, 2006, Donald Stark, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Dell Prairie, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore, The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-3 Secondary Agricultural District to an R-2 Rural Residential District.

Property (9.47 acres) located at 3887 10th Avenue, known as Lot #1, C.S.M. #4880, in the SE 1/4, SE 1/4, Section 16, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE
February 8, 2006 – Room A260 -Courthouse
Friendship, WI 53934 – 9:30 A.M.

Donald P. Stark – Rezoning Request from an A-3 Secondary Agricultural District to an R-2 Rural Residential District of the Adams County Zoning Ordinance to split the 9.47 acre parcel into 2 lots on property located at 3887 10th Avenue, known as Lot #1, C.S.M. #4880, in the SE 1/4, SE 1/4, Section 16, Township 14 North, Range 6 East, Town of Dell Prairie, Adams County, Wisconsin.

Appearing for with testimony: Greg Slayton, representing the petitioner Donald Stark.

No one Appearing against:

Correspondence: Notification from the Smart Growth Commission for Dell Prairie on November 22, 2005 stating no objection to the zoning change. Notification from the Town Board of Dell Prairie that they met on December 13, 2005 and do not object to the zoning change.

Disposition: Dean Morgan made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Jim Legreid seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Dell Prairie on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 12, 2006, Terry Ballard, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a portion of a parcel of land in the Dell Prairie, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore, The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District.

Property (1.510 acres) located at 4186 State Road 23, known as Lot #2, C.S.M. #1240, in the SW 1/4, SW 1/4, Section 31, Township 14 North, Range 7 East, Town of Dell Prairie, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE
February 8, 2006 – Room A260 -Courthouse
Friendship, WI 53934 – 9:30 A.M.

Terry Ballard – Rezoning Request from an A-1 Exclusive Agricultural District to an R-1 Single Family Residential District of the Adams County, Zoning Ordinance to allow the property to become conforming at 4186 State Road 23, known as Lot #2, C.S.M. #1240, in the SW 1/4, SW 1/4, Section 31, Township 14 North, Range 7 East, Town of Dell Prairie, Adams County, Wisconsin.

Appearing for with testimony: James Loehler, representing the petitioner Terry Ballard.

Appearing for with no testimony: Terry Ballard.

Correspondence: Notification from the Town Board of Dell Prairie that they met on January 10, 2006 and do not object to the zoning change.

Disposition: Robert Dixon made a motion to recommend approval of the zoning change, on the above-described property, to the County Board for final action. Dean Morgan seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Jackson on November 3, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 3, 2006, Arrowhead Inc./J. Robert Fusch, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Jackson, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on January 4, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District and an R-1 Single Family Residential District to an R-2 Rural Residential District.

Property (5 acres) located in Part of Government Lot #1, at 275 Freedom Lane, in the SE 1/4, SW 1/4 and the SW 1/4, SW 1/4, Section 26, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE
February 8, 2006 – Room A260 -Courthouse
Friendship, WI 53934 – 9:30 A.M.

Arrowhead Inc./J. Robert Fusch – Rezoning Request from an A-1 Exclusive Agricultural District and an R-1 Single Family Residential District to an R-2 Rural Residential District of the Adams County Zoning Ordinance to allow a 5 acre parcel for residential use on property located in Part of Government Lot #1, at 275 Freedom Lane, in the SE 1/4, SW 1/4 and the SW 1/4, SW 1/4, Section 26, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. **(Please note: A portion of this property is located in a Recreational/Residential District of the Adams County Shoreland Protection Ordinance.**

Appearing for with testimony: Gregory Rhinehart, representing Arrowhead, Inc.

Appearing for with no testimony: Matt Graham and Christopher Swart.

No one appearing against:

Correspondence: Notification from the Town Board of Jackson that they met on December 14, 2005 and do not object to the zoning change. Letter received on February 1, 2006 from Robert & Venette Biancalana stating objection to the zoning change. Telephone call from Daniel Graham on February 7, 2006 stating no objection to the zoning change.

Disposition: Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Dean Morgan seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE

WHEREAS: The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of Preston on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 9, 2006, RecLand Properties, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Preston, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends enactment of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Zoning Ordinance, Ordinance No.3-1998 and the corresponding zoning maps are hereby amended to reflect that the following described properties are changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Zoning Change: The Adams County Zoning Ordinance, Ordinance No.3-1998 and the corresponding zoning maps are hereby amended to reflect that the following described properties are changed from an A-1 Exclusive Agricultural District to an R-2 Rural Residential District.

Property (38 + acres) located in the NE 1/4, SW 1/4 and the NW 1/4, SW 1/4, Section 33, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin.

Property (10+ acres) located in the NW 1/4, SW 1/4, Section 33, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin.

Published in the Times-Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for enactment by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE
February 8, 2006 – Room A260 -Courthouse
Friendship, WI 53934 – 9:30 A.M.

RecLand Properties – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance on property (38+ acres) located in the NE 1/4, SW 1/4 and the NW 1/4, SW 1/4 and from an A-1 Exclusive Agricultural District to an R-2 Rural Residential District of the Adams County Zoning Ordinance on property (10+ acres) located in the NW 1/4, SW 1/4, Section 33, Township 18 North, Range 6 East, Town of Preston, Adams County, Wisconsin. (**Please note: A portion of property is located in a Recreational/Residential District of the Adams County Shoreland Protection Ordinance**).

Appearing for with testimony: John Olson and Robert Nelson.

Appearing to obtain information: Frank Pethun, representing family member Loretta Schiller.

No one appearing against.

Correspondence: Notification from the Town Board of Preston that they met on January 4, 2006 and do not object to the zoning change. Telephone call from Mr. Hannula on February 2, 2006 stating objection to the zoning change.

Disposition: Jim Legreid made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Robert Dixon seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

PERMIT / ORDINANCE COMPLIANCE RESPONSIBILITY

ORDINANCE NO. 13 -2006
Adams County Planning & Zoning Department

It is the intent of this Ordinance to ensure that any and all projects that are subject to Adams County Planning and Zoning Department ordinances are executed in accordance with all applicable administrative rules, codes and ordinances.

The Adams County Planning & Zoning Department issues permits under Building Construction, Comprehensive Zoning, Floodplain Zoning, Shoreland Zoning and Sanitary Ordinances. Contractors who do work within Adams County should be familiar with the permit and inspection requirements of the ordinances; however, many property owners report being misinformed about permit and inspection requirements by contractors. This leads to property owners being subjected to orders for correction, double fees and citations when they reasonably relied on a professional in the field who should be knowledgeable about such requirements. This Ordinance addresses this concern by placing responsibility on contractors in addition to property owners.

This Ordinance is to accompany and apply to all ordinances administered by the Adams County Planning and Zoning Department whether or not a permit is required and to provide additional regulations and requirements for permit issuance, compliance and violation correction.

Section 1: If any party other than the property owner(s) is to perform the work for a project on behalf of a property owner, that party is responsible to obtain all required permits for the project unless a waiver of responsibility is signed by the property owner(s) and the waiver is provided to the Planning & Zoning Department prior to permit issuance.

Section 2: If any party other than the property owner initiates a project on behalf of a property owner without obtaining the required permits or a signed waiver of responsibility, that party may be held responsible for any and all related consequences including Order(s) for Correction, double fees and citation(s) in the discretion of the Zoning Administrator.

Section 3: In all cases, if a waiver of responsibility has been provided by the property owner(s), the property owner(s) shall be responsible for obtaining all required permits.

Section 4: If any property owner initiates a project without obtaining the required permits, property owner is also responsible for any and all related consequences including Order(s) for Correction, double fees and citation(s).

Section 5: Penalties: Any person, firm, or corporation who fails to comply with the provisions of this Ordinance shall, upon conviction thereof, forfeit not less than \$10.00 nor more than \$200.00 and costs of prosecution for each violation and, in default of payment of such forfeiture and costs, shall be imprisoned in the County Jail until payment thereof, but not exceeding 30 days. Each day a violation exists or continues shall constitute a separate offense.

Section 6: No permit shall be issued to any person, firm, or corporation who is violation of or has any outstanding Order for Correction in relation to any ordinance administered by the Adams County Planning and Zoning Department until such violation and/or Order for Correction has been corrected and/or dismissed.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006

Recommended for enactment by the Adams County Planning & Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair.

ADAMS CO PLANNING & ZONING COMMITTEE

February 8, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:30 A.M.

Public Hearing on a Permit/Ordinance Compliance Responsibility Ordinance for Adams County.

Mike Keckeisen made a motion to recommend enactment of Permit/Ordinance Compliance Responsibility Ordinance to the County Board for final action. David Grabarski seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY SHORELAND Protection ORDINANCE
AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County board of Supervisors adopted the Adams County Shoreland Protection Ordinance on December 14, 1970, with an effective date of January 1, 1971, pursuant to the authorization contained in Section 59.692 of the Wisconsin Statutes, and was revised on June 19, 1990 as the Adams County Shoreland Protection Ordinance, with an effective date of June 27, 1990, and The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Adams on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On December 8, 2005, Thomas L. & Jean M. Williams, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on January 4, 2006 and February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends denial of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Shoreland Protection Ordinance, Ordinance No.8-1990 and the corresponding zoning maps are amended to reflect that the following described property (one acre) be changed from a Conservancy District to a Recreational/Residential District.

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby not amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (9.68 acres) known as Lot #1, C.S.M. #257, in the NE 1/4, SW 14, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for denial by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE

January 4, 2006 – Room A260 -Courthouse
Friendship, WI 53934 – 9:00 A.M.

Thomas L. & Jean M. Williams – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance and a one acre parcel from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to make the 9.68 acre parcel conforming for residential use on property known as Lot #1, C.S.M. #257, in the NE 1/4, SW 1/4, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Thomas & Jean Williams

Appearing against with testimony: Allan & Dolores Modrak.

Correspondence: Notification from the Town Board of Adams that they met on December 28, 2005 and do not object to the zoning change. Letter received from Dolores Modrak on December 28, 2005 stating objection to the zoning change. Telephone call on December 28, 2005 from Robert Barbain stating objection to the zoning change. Telephone call on January 3, 2006 from Gary Lee stating objection to the zoning change.

Disposition: Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Dean Morgan seconded the motion. Roll Call Vote: 4-Yes. 3 No (Breene, Legreid and Grabarski). Motion carried.

Please note: This matter was referred back to the Adams County Planning & Zoning Committee from the January 17, 2006 Adams County Board of Supervisors meeting.

ADAMS CO PLANNING & ZONING COMMITTEE

February 8, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:30 A.M.

Thomas L. & Jean M. Williams – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance and a one acre parcel from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to make the 9.68 acre parcel conforming for residential use on property known as Lot #1, C.S.M. #257, in the NE 1/4, SW 1/4, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Thomas and Jean Williams.

No one appearing against:

Correspondence: No new correspondence since the January 2006 meeting.

Disposition: David Grabarski made a motion to deny the zoning change, on the above-described property, to the County Board for final action. The basis for denial was referenced to Sections 1.2, 1.3 and 9.0 of the Adams County Shoreland Protection Ordinance which include the following: The purpose of the Shoreland Protection Ordinance is to promote and protect the public health, safety, convenience and general welfare of those areas and provide healthful conditions and control water pollution by limiting building sites and structures that would be detrimental to the shoreland area. Robert Dixon seconded the motion. Roll Call Vote To Deny: 7-Yes. Motion carried.

**AMENDMENT OF ADAMS COUNTY SHORELAND Protection ORDINANCE
AMENDMENT OF ADAMS COUNTY ZONING ORDINANCE**

WHEREAS: The Adams County board of Supervisors adopted the Adams County Shoreland Protection Ordinance on December 14, 1970, with an effective date of January 1, 1971, pursuant to the authorization contained in Section 59.692 of the Wisconsin Statutes, and was revised on June 19, 1990 as the Adams County Shoreland Protection Ordinance, with an effective date of June 27, 1990, and The Adams County Board of Supervisors adopted the amended Adams County Zoning Ordinance as Ordinance No. 3-1998 on March 18, 1998, which was effective upon publication on March 25, 1998, and which was approved by the town board of the Town of Adams on November 9, 1999, such approval having been filed with the Adams County Clerk pursuant to section 59.69 of the Wisconsin Statutes; and

WHEREAS: On January 12, 2006, Allan & Dolores Modrak, petitioned the Adams County Board of Supervisors to amend the county zoning ordinance to rezone a parcel of land in the Town of Adams, as hereinafter described; and

WHEREAS: A public hearing, with due notice, was conducted on that petition by the Adams County Planning and Zoning Committee on January 4, 2006 and February 8, 2006, and the Adams County Planning and Zoning Committee, after evaluating all data and evidence presented at the public hearing, recommends denial of the proposed zoning change and hereby submits this proposed zoning ordinance amendment to the Adams County Board of Supervisors; now, therefore,

The County Board of Supervisors of the County of Adams does ordain as follows:

Zoning Change: The Adams County Shoreland Protection Ordinance, Ordinance No.8-1990 and the corresponding zoning maps are amended to reflect that the following described property (one acre) be changed from a Conservancy District to a Recreational/Residential District.

Zoning Change: The Adams County Zoning Ordinance, Ordinance No. 3-1998, and the corresponding zoning maps are hereby not amended to reflect that the following described property is changed from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District.

Property (9.97 acres) known as Lot #1, C.S.M. #4903, in the NE ¼, NW ¼, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Published in the Times Reporter, the official newspaper of Adams County, on the _____ day of February 2006.

Recommended for denial by the Adams County Planning and Zoning Committee on this 8th day of February 2006.

Enacted/Defeated by the Adams County Board on the _____ day of February 2006.

Cindy Phillippi, County Clerk

Al Sebastiani, Board Chair

ADAMS CO PLANNING & ZONING COMMITTEE

February 8, 2006 – Room A260 -Courthouse

Friendship, WI 53934 – 9:30 A.M.

Allan & Dolores Modrak – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to make the 9.97 acre parcel conforming for residential use and a one acre portion from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance on property known as Lot #1, C.S.M. #4903, in the NE 1/4, NW 1/4, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin.

Appearing for with testimony: Allan & Dolores Modrak.

No one appearing against:

Correspondence: Notification from the Town Board of Adams that they met on January 11, 2006 and do not object to the zoning change.

Disposition: David Grabarski made a motion to deny the zoning change, on the above-described property, to the County Board for final action. The basis for denial was referenced to Sections 1.2, 1.3 and 9.0 of the Adams County Shoreland Protection Ordinance which include the following: The purpose of the Shoreland Protection Ordinance is to promote and protect the public health, safety, convenience and general welfare of those areas and provide healthful conditions and control water pollution by limiting building sites and structures that would be detrimental to the shoreland area. Sylvia Breene seconded the motion. Roll Call Vote To Deny: 7-Yes. Motion carried.

MINUTES OF ADAMS COUNTY AIRPORT COMMISSION
19 DEC 2005

Meeting called to order at 7:30PM by chairperson Matt Sherd. Members present, Steve Pollina and Jerry Reuterskoild. Absent excused Irwin Rossnagle and Dennis McFarlin. Also present Airport manager Mike Scott and groundskeeper Sheldon Sundsmo.

Motion to accept Airport agenda as printed by Reuterskoild. Second by Pollina. Motion carried.

Motion to accept the Nov minutes as presented by Reuterskoild. Second by Pollina. Motion carried.

Chairperson Sherd appoints Bob Pike to fill in for Rossnagle.

Discussion on upcoming end of Jerry Reuterskoild's current term as Airport Commission member. It is the recommendation of the Airport Commission that Reuterskoild be re appointed to the Commission for another six year term.

Airport Managers Report.

Correspondence. Notice about the 2006 Airport Sponsors workshop.

Airport Building. No action taken.

Animal Control. No action taken.

Airport Security. No action taken.

Financial Report. Received bill for \$3388 for electrical service extension for hanger area. This expenditure to come out of Capital expenses. " Other purchased services" in the red by \$241.71. Scott expecting \$1600 bill for repair of the Airport lighting controller. This will come out of Capitol Improvements.

Hanger Area Lease COLA. Scott to talk to Corp. Council about this matter.

Grounds Keeper's Report.

All equipment in good condition. Airport lighting OK.

Vouchers. All vouchers reviewed.

Motion by Pike to approve vouchers as presented. Second by Reuterskoild. Motion carried.

Motion by Reuterskoild to adjourn until 7:30PM on Jan 16th at the Airport building. Second by Pike. Motion carried.

Respectfully submitted by,

Stephen T. Pollina, Secretary

ADAMS COUNTY BOARD OF ADJUSTMENT
MEETING: January 18, 2006 at 9:30 A.M. -- COURTHOUSE
Room A260 - FRIENDSHIP, WI

On Wednesday, January 18, 2006 at 9:30 A.M. Francis Schalk, Chairman called the meeting to order with the following members present: Ivan Morrow, Vice Chairman, W. Dale Helm, Wilbur Fritz, Wayne Kaye and Robert Neuenfeldt. Robert Donner was excused. Others present were: Phil McLaughlin, Zoning Administrator and Diane Kopitzke, Recording Secretary.

Public Hearings were conducted for the following: James M. & Mary P. Santarelli – Special Exception Permit request under Section 5.41(2) of the Adams County Shoreland Protection Ordinance to fill an area at a 15 percent slope, which is greater than 1,000 square feet in a shoreland area on property located at 1330 Arrowhead Trail, known as Lot #3, Setting Sun Addition to Lake Arrowhead, in the NW 1/4, SE 1/4, Section 18, Township 20 North, Range 6 East, Town of Rome, Adams County, Wisconsin. Robert Neuenfeldt made a motion to grant the Special Exception Permit request, on the above-described property, as presented. Ivan Morrow seconded the motion. Roll Call Vote: 5-Yes. Motion carried. Midwest Property Management/Roger Lippitt – Special Exception Permit request under Section 10.41 of the

Adams County Shoreland Protection Ordinance to allow a small condominium resort and a Variance request under Section 3-2.02 of the Adams County Zoning Ordinance to improve access easement for the proposed resort to the Town of New Haven's standards on property located at 4121 1st Avenue, known as Lots #1 & 2, C.S.M. #559, in the SE 1/4, NE 1/4, Section 36, Township 14 North, Range 7 East, Town of New Haven, Adams County, Wisconsin. **(Please note: This property is in a B-1 Rural Business District of the Adams County Zoning Ordinance and a Recreational/Residential District of the Adams County Shoreland Protection Ordinance).** On January 3, 2006, Buck Sweeney, the attorney for the petitioner requested that this matter be postponed until the February 2006 session of the Adams County Board of Adjustment. Robert Neuenfeldt made a motion to postpone the Public Hearing until February 2006 provided the new fees of \$600.00 are submitted to cover the Publication and Hearing Expense fees. Wilbur Fritz seconded the motion. All in favor. Motion carried.

The Board contemplates a site visit if necessary.

Phil McLaughlin presented the minutes of the December 21, 2005 meeting of the Adams County Board of Adjustment to the committee for review. Wayne Kaye made a motion to accept the minutes as presented. Robert Neuenfeldt seconded the motion. All in favor. Motion carried.

ADAMS COUNTY BOARD OF ADJUSTMENT
MONTHLY MEETING: JANUARY 18, 2006
PAGE #2

The committee set the next monthly meeting dates for the Adams County Board of Adjustment as follows: Wednesday February 15, 2006 at 9:30 A.M. in Room A260, with an alternate date of Wednesday, March 15, 2006 at 9:30 A.M. in Room A260.

Correspondence: None.

Wayne Kaye made a motion to adjourn until Wednesday, February 15, 2006 for the next monthly meeting of the Adams County Board of Adjustment. Wilbur Fritz seconded the motion. All in favor. Motion carried.

ADJOURNED: 9:54 A.M.

Francis Schalk, Chairman

Wilbur Fritz

Ivan Morrow, Vice- Chairman

Robert Donner

Wayne Kaye

W. Dale Helm

Robert Neuenfeldt

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Department Head Minutes
January 26, 2006 – 8:15 a.m.
Courthouse Conf. Room A260

Please share these minutes with your staff.

Department Heads Present: Chris Murphy – Land & Water, Cindy Phillippi – County Clerk, Dan Calef -Library, Dawn McGhee – MIS, Deb Barnes – Child Support, Dee Helmrick – Clerk of Courts, Edie Felts-Podoll– UW Extension, Eric Furtkamp – H&HS, Fred Nickel – Parks, Jodi Helgeson – Register of Deeds, Kevin Knies – Corporation Counsel, Mark Thibodeau – District Attorney, Mary Ann Bays – Treasurer, Myrna Diemert –Solid Waste, Phil McLaughlin – Planning & Zoning, Roberta Sindelar – Sheriff, Ron Chamberlain – Highway, Ron Johnson – Veterans Services, Terry Warner - Register in Probate and John Keuler – Administrator

Others Present: Linda McFarlin – H&HS, David July - Chief Deputy and Liz Rockwell – Administrative Assistant
Welcome to David July who started this Monday, January 23rd as the new Chief Deputy of the Sheriff's Department!

Public Health Unit – Mass Clinic Plan. Linda McFarlin explained that the Public Health Unit of the Health & Human Services Department has been planning in case there is a flu pandemic. In preparation for the possibility that there were an outbreak, the Public Health unit is asking for Department Heads support in asking employees if they would like to volunteer to assist if there were an outbreak. The Public Health unit is

trying to elicit any skills of employees that may be used in the instance that there is a pandemic. In an emergency there are many skills that employees may employ that would be a beneficial part of the emergency response to the pandemic. It is asked that Department Heads provide employees with the handout from the meeting that consists of a letter explaining why assistance would be needed and the second handout that

provides a Volunteer Skills Form to be completed by the employee stating any skills that would be of use in an emergency response. Anyone that were to become a volunteer, as well as their family would receive vaccinations for the flu pandemic in order to carry out their volunteer duties. Currently there is a tabletop exercise planned for March and a functional exercise in May to prepare in case there were an outbreak.

Department Heads are asked to provide employees with the handout. If copies are needed for employees please contact Linda McFarlin or Kathy Challoner via email to provide your Department with copies. All Forms are due back by February 15, 2006, to Linda McFarlin or Kathy Challoner.

Notary Public. The Rules Committee approved that the County will pay for Department employees to become or continue being a notary public. In order for the County to pay for this it will need to be included in the budget process.

Outside Legal Counsel Requests. The Rules Committee reminds County Board Supervisors, Department Heads, and employees that any outside legal counsel requests are to continue to be approved by the County Administrator prior to anyone contacting an outside legal counsel for County business.

Collection Agencies. Due to legislative changes for the Clerk of Courts and the way delinquent accounts are handled, several collection agencies have been contacting Dee in regards to providing services. If anyone is interested in using a collection agency or is currently using a collection agency, please contact Dee if you are interested in using these services or if you are currently using services. Please let her know if you are using a service and how it has been working for you as well as the costs associated with these services. A meeting will be held with those Departments using a service and those who are interested.

Comp Time. The Personnel Committee approved at the December meeting that employees that have over one hundred (100) hours of comp time will have three (3) months to use the comp time over one hundred (100) hours or be paid out for this time. John announced that by April 1st employees will have to use the comp time or it will be paid out on that payroll. Also associated with this, Department Heads need to begin following the Policy that is in place and require employees use the comp time within three (3) months of earning it and employees are not to exceed the one hundred (100) hours. If an employee would exceed the one hundred (100) hours, Department Heads are to pay the employee overtime.

Proposed Committee Structure. All Department Heads have received the proposed Committee structure recommendation from the Committee on Committees. John has responded to any questions that have come up in regards to the structure. John explained there have been a few concerns raised over the meeting dates proposed. The Committee reviewed an example from another County that had the schedule preset for all Standing Committee meetings, and asked John to prepare something similar to this. John explained that the Committee meeting dates were not set in stone and were simply a sample of what could be done and will be set at a later date to meet the needs of the Committees. This is a recommendation that will be presented to the new Board at the April Organizational Meeting, which is the third Tuesday in April. John explained that the purpose of the Committees is to set Policy under the new structure. If the County Board adopts this Policy, it would put the Department Heads in

control of running and supervising the operations of their Departments and the Committees and the Board would make and set Policy and look at the big picture in order plan for the

County's current and future needs. Some Department Heads questioned how the Personnel Policy would tie into this new Committee Structure. John explained that the Committee Structure and the Personnel Policies being proposed coincide which is the reason for presenting both at the same time. There will be an open discussion held February 2, 2006, which will be a Special Committee on Committees meeting held at 9:00 a.m. All Department Heads and Supervisors may attend the meeting and discuss concerns, suggestions or comments on the new structure. The meeting will be held at the Community Center Room 145B.

Safety Assessment. The County Board approved having a safety assessment conducted, by Alpha Terra, for the County. This will exclude the Highway Department, which already had this completed a few years ago. The following Departments will need to meet with Alpha Terra: Solid Waste, Sheriff, Health & Human Services, Maintenance, Land & Water, Planning & Zoning, Emergency Management, and the Airport. The meetings should be approximately 45 minutes. The assessment meetings will be conducted on February 13th and 20th. John will be contacting each Department, as well as the Airport, to setup a specific time to meet with Alpha Terra. If another Department feels there is a need to meet one-on-one with Alpha Terra, please contact John as soon as possible to make arrangements.

Union Activity on County Time. Over the last several months there have been numerous complaints/issues with union employees conducting union activities on County paid time. Due to this issue, John has written the following statement in response to these issues:

Employees shall not conduct any union activity during working hours unless authorized by the Department Head or Department Supervisor. Some Union Contracts provide up to fifteen (15) hours off with pay annually for Union Representatives to attend conventions, conferences, schools, etc. The Department Head shall approve all time off before taking the leave so as not to interfere with the operation of the Department activities.

If there is a need to discuss Union business during the workday, it shall be done during breaks or before or after work hours.

If there are any questions or concerns in regards to this statement please contact John at 339-4579. This statement will also be distributed to the Union Representatives.

ATM Machine. Jodi attended the last Register of Deeds Board meeting and it was suggested that Counties look into the idea of providing an ATM for use, to the public and employees. This would help to provide citizens the opportunity to get cash to pay for any fees due. Some Departments offer credit card payments, but the County is incurring a fee to process the transaction, this would eliminate that fee. Jodi stated that the

County that was currently doing this incurred no cost for having the machine, the bank provided this to the County. John suggested that Jodi look into the option of having this, and take it to the Property Committee.

Personnel & General Administrative Policies. The Policies will be distributed today to County Board Supervisors and Department Heads. John explained that at the January County Board meeting last week, he advised them that he was going to give this to Department Heads first, but after thinking about this, he determined it would be best to provide it to everyone at the same time. So it will be distributed today along

with a memo explaining the time frames for getting the new policy adopted. There have been comments or rumors that this was Calumet County's Policy, John responded to this by stating that this was a compilation of many of Adams County's current Policies, Ordinances, and Resolutions, as well as Policies from other Counties and businesses, which yes it does include some of Calumet's Policies. This also includes suggestions and ideas from Department Heads, Supervisors and employees as to what should be included in these Policies to provide a functional operation of the County Departments. John stated regardless of where a Policy comes from, this is a work in progress. Department Heads and Supervisors have asked John to create a new Policy for Adams County and that is what was done. The idea behind the Policy is the same as what was behind the new Committee structure, which will make Department Heads responsible for the overall operations and supervision of their Departments, and will keep the Board and Committees in the role of making and setting Policy for those Departments to follow. This is a work in progress that can and should continue to be updated as needed to efficiently operate this Government. If the new Committee Structure is updated, the proposed Personnel & General Administrative Policies will be updated as well to coincide with the new structure. Also it is in the Policy that the document will be updated annually, which will provide the opportunity for updates each year by the County Board. John has asked that Department Heads and Supervisors read and review the Policies and provide written comments to his Office by Monday, February 6th, and then he will hold a meeting on Thursday February 9th to respond and discuss the written comments that he receives. John hopes that this is constructive criticism and that everyone keeps in mind the best interest of the County, as was done while writing these Policies. He will take the comments, suggestions, and concerns, then make changes at his

discretion and provide a final draft proposal to the County Board Supervisors for action at the February 21st County Board meeting.

Set the 2006 Meeting Dates and Times as follows:

Date Time Place Who will provide Treats

February 23 8:15 a.m. Highway Ron Chamberlain

March 23 8:15 a.m. A260 Roberta Sindelar

April 27 8:15 a.m. A260 Mary Ann Bays

May 25 8:15 a.m. A260 Terry Warner

June 22 8:15 a.m. A260 Deb Barnes

July 27 10:00 a.m. Petenwell Park Shelter Fred Nickel

August 24 8:15 a.m. A260 Myrna Diemert

September 28 8:15 a.m. A260 Dee Helmrick

October 23 8:15 a.m. A260 Cindy Phillippi

November 16 8:15 a.m. Health & Human Services Eric Furtkamp & Ron Johnson

December 28 Only if needed TBA TBA

Round Robin.

- The Extension Committee, with approval of Judge Pollex, is exploring the idea of Teen Court and a meeting will be held tomorrow, Friday the 27th, to discuss and look into the option of having Middle School and High School students hear and determine punishment for first time offenders on issues like truancy.
- Child Support let everyone know that they are working with a new Family Court Commissioner as of January 1st who is Attorney Dennis McFarlin. There are many ideas and new ways of doing things that Deb is enthusiastic about.
- A Clean Sweep will be held on June 10, 2006, at the Landfill. The Landfill is still looking for volunteers to assist with the various stations.
- MIS reminded everyone that the email server crashed last week. Employees need to clean up their email and put email into personal folders as the storage space is limited and due to the fact that they are public record, most emails can't be deleted, therefore employees need to use the folders for emails.
- John also reminded the Department Heads that the MIS study is almost completed and a draft report will be discussed with the Review Committee and hopefully will be presented at the February County Board meeting.
- County Clerk let everyone know that the W2s will be distributed with payroll. Charlie Rath took out non-candidacy papers and will not be running again for County Board. Dennis McFarlin resigned from the County Board as of January 1st to assume the responsibilities of the Office of the Family Court Commissioner. Cindy also reminded everyone to register to vote. Wisconsin now requires all voters to register prior to being able to vote.
- The Sheriff's Department welcomes Chief Deputy July and will also have two (2) new road officers starting as well.
- The Friends of the Library will be holding the Chocolate Affair next Saturday, February 4th from 10 a.m. until 2 p.m. at the Middle School in Adams.
- Planning & Zoning increased fees effective January 1st.
- The Clerk of Courts will have IROW pick up confidential documents again for removal within the next month. If anyone is interested or in need of removing of any confidential documents please contact Dee. The cost is \$2.00 per bankers box.

Thanks to John for bringing treats!!

If you want information to be included in an agenda concerning a subject you will be discussing at these meetings, please forward the information to ElizaBeth Rockwell, Administrative Assistant by email.

Emergency Management Committee Meeting
January 13, 2006

A meeting of the Emergency Management Committee was called to order at 9:10 AM by Chair John West at the Adams County Courthouse, Room A260 on Friday January 13, 2006. The meeting was properly noticed. Roll call showed present committee members: John West, Karl Klingforth, Fran Dehmlow and Bob Eggebrecht. Also present were: Jane Grabarski, Director; Mr. and Mrs. David July. Absent/excused was: Al Sebastiani.

Motion to approve the agenda as printed Dehmlow/Klingforth. All in favor. Motion approved.

Request from Chair for any public input. There was none.

Motion by Eggebrecht/Dehmlow to approve the minutes as printed of the 12/9/05 Emergency Management committee meeting. All in favor. Motion approved. Question was asked by Klingforth if the schedule for checking the trailers had been established. Yes, Grabarski has a schedule and will check the trailers every two weeks until moved back to county property.

Director Report:

- **Reimbursements:**

The second-half payment from EMGP grant was received in the amount of \$12,474.43. This covers a portion of the director salary.

- **Countywide Level “B” Hazmat Team status:**

A meeting will be scheduled with Chief Rusch of the current Adams County Fire District Level “A” Hazmat team to develop a transition to the Adams Countywide Level “B” Team, to determine needed Hazmat equipment and how to recruit and retain members countywide.

- **Community Development Block Grant status:**

The total Adams County Community Development Block Grant Emergency Housing grant is \$220,000.00 and of that amount \$150,458.00 has been expended to date. There will be an amendment to the grant to request addition funds to cover additional expenditures for Cottonville area fire victims. Grabarski is to provide Supervisor West with a listing of projects completed so he can make some site visits.

- **2005 Homeland Security Equipment Grant:**

The current year’s grant is in the amount of \$18,108.00. The approved equipment for that amount has been ordered. The equipment is given to the appropriate department when a fully executed equipment use agreement use is completed by both parties.

- **Trainings:**

Storm Spotters training will be held in Adams on Tuesday March 14 for all interested parties and is coordinated by National Weather Service out of LaCrosse. ICS 200 class scheduled for January was cancelled due to insufficient enrollment. The next class is scheduled for February. Hazmat Awareness training is ongoing at New Chester Fire Department on January 12 and 19. Hazmat Technician refresher course will be held February 22 and 23 at the Adams County fire district station. The trainers are from Lakeshore Technical College. Wisconsin Emergency Management courses being enrolled in over the next two months are: Disaster Response and Recovery, Leadership and Decision-making and Public Information Officer. These classes are a required part of the Emergency Management certification process.

Motion by Eggebrecht/Klingforth to approve the Director’s Report as presented. All in favor. Motion approved.

January Vouchers/Purchase Orders: **Motion** to approve the purchase orders & vouchers as presented by Klingforth/Dehmlow. All in favor. Motion approved. Grabarski noted with tower vandalism claim there will be a deficit as there is not a maintenance line item currently. The committee suggested that the Director include a maintenance line item for the 2007 budget for the Mobile Command Post and the Mass Casualty/Decon trailers.

Emergency Management Committee
January 13, 2006

Director Calendar: Motion by Dehmlow/Eggebrecht to approve the Director calendar for December (as amended) and January as presented. All in favor. Motion approved. Grabarski also provided monthly a listing of meetings and trainings she attended during December.

Next Meeting Date: Motion by Eggebrecht/ Klingforth to adjourn until Friday February 10, 2006 at 9:30 AM. All in favor. Motion approved. Meeting was adjourned at 9:40 AM.

Respectfully submitted,

John West, Chair

These minutes have not been approved by this committee.

EXTENSION EDUCATION MEETING
569 N. Cedar St., Adams, WI
January 13, 2006 @ 1:30 PM

The meeting was properly announced.

Members Present; Karl Klingforth, Florence Johnson, Joyce Kirslenlohr, Glenn Licitar. Fran Demlow was late.

Agents Present; Edie Felts-Podoll and Jennifer Swenson. Donald Genrich was excused. Vice Chairperson Florence Johnson called the meeting to order.

Motion made by Karl seconded by Joyce to approve the agenda. Motion carried.

Motion made by Karl seconded by Florence to approve the Dec. 9, 2005 minutes. Motion carried. Joyce abstained.

There was no public participation or communications.

Motion made by Karl seconded by Joyce to deviate to item 10(a) Presentation by Edie Felts-Podoll, (Colors Personality Inventory). Motion carried. Edie presented her colors Personality presentation about the characteristics of people. It is meant to better understand why we do things as we do. We were asked to determine our interests and then classified into color groups. Gold, organizer, red/orange, action oriented-risk taker, blue, nurturers, green, visionaries. It takes all of these kinds of people to get a project done.

We all received the written reports of the agents. Edie and Jennifer's reports were discussed. Motion made by Karl/Florence to approve the calendars and out of county travel. Motion carried.

Community Center Room work load-Edie requested that the part-time clerk/typist hours be increased by 10 hours a week to handle the extra work load. Motion made by Florence seconded by Karl to allow Edie to ask Kevin and John about the increase of hours. Motion carried.

Budget and Finance- Motion made by Glenn seconded by Florence to approve the vouchers and financial report. Motion carried.

Motion made by Karl seconded by Glenn to adjourn until February 3, 2006 at 1 PM. Motion carried.

Joyce Kirslenlohr, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

EXTENSION EDUCATION MEEING
569 N. Cedar St., Adams, WI February 3, 2006 @ 1:00 PM

The meeting was properly announced.

Members Present; Fran Dehmlow, Glenn Licitar, Florence Johnson, Joyce Kirslenlohr.

Karl Klingforth absent, excused.

Agents Present; Edie Felts-Podoll, Don Genrich, Jennifer Swenson.

Fran called the meeting to order.

Motion made by Florence seconded by Glenn to approve the agenda. Motion carried. Motion made by Glenn seconded by Florence to approve the January 13, 2006 minutes. Motion carried.

There was no Public participation or communications.

Edie had a written report of her monthly activities and calendar. She highlighted some of her activities and questions were asked.

Don had a written report and calendar of his monthly activities. Questions were asked about his activities.

Jennifer had a written report of her monthly calendar and activities. She reported a first meeting for a Teen Court. She has support from the court system. Questions were asked about the activities.

Motion was made by Florence seconded by Joyce to approve the reports and calendars for the month of February for Edie, Family Living Educator, Don, Agriculture Agent and Jennifer, 4-H/Youth Development Agent. Motion carried.

Don presented to the committee a report the Finance Committee requested of him to explain the 7 County Agriculture Specialty Team approach to education and how it impacts Adams County. The report is in the County Clerk's office with meeting minutes.

Community Center is getting very busy and the work load is increasing with special requests for services. Edie met with John to increase the part time secretary hours to handle the work load. John requested her to find some other alternative. Edie has talked to a person in the "Work Experience" program which was the Green Thumb program. The person is willing to try to do the job and Edie is willing to give her a try.

Discussion was had on the Committee Structure and Personnel Manual as it affects Extension Employees and Committee members.

The office will be closed on February 15 as all staff will be at a training in New London.

The phone will record all messages thru voice-mail.

Motion made by Florence seconded by Glenn to approve the Financial Report and Vouchers. Motion carried.

Future agenda items Experience Works, Community Center.

Motion made by Joyce seconded by Glenn to go into Closed Session per Wis Stat 19.85(1)(c)- Employee Review for SIPR, Contract. Florence yes, Glenn yes, Joyce yes, Fran yes.

Motion made by Joyce seconded by Florence to adjourn until March 13 @ 1 PM.

Motion carried.

Joyce Kirslenlohr, Sec.

These minutes have not been approved by the committee.

Finance Committee
December 14, 2005 – 1:00 a.m.

Meeting called to order by Chairman Sebastiani with members Babcock and Ward in attendance.

Edie Felts-Podoll came to the Finance Committee to request the 2004 postage funds of \$1,199.11 which should have been in the special projects accounts be taken from the general fund and credit to the special projects fund. This will have to be done by an audit adjustment because 2004 was already closed out.

The Management Letters from the last three years were reviewed. It was suggested that we meet with the Sheriff to see if the items discussed have been taken care of.

Vouchers were worked on.

Motion by Babcock/Ward to adjourn. Motion carried by unanimous voice vote.

Respectfully submitted,
Bev Ward, Secretary

These minutes have not been approved by the committee.

Finance Committee
December 15, 2005 – 9:00 a.m.

Meeting called to order by Chairman Sebastiani with members Babcock and Ward in attendance.

The Committee worked on vouchers.

Motion by Ward/Babcock to recess for lunch. MC by UVV.

Committee reconvened and continued working on vouchers.

Next meeting dates are January 18 at 9 am, January 19 at 9 am, February 15 9 am and February 16 at 9 am.

Motion by Babcock/Ward to adjourn. MC by UVV.

Respectfully submitted,
Bev Ward, Secretary

These minutes have not been approved by the committee.

Finance Committee
January 18, 2006 – 9:00 a.m.

Meeting called to order by Chairman Sebastiani with members Babcock and Ward in attendance.

The Committee discussed the Highway Financial Report.

Don Genrich was not available today will be attend the meeting tomorrow to explain his report.

Motion by Babcock/Ward to recess for lunch. MC by UVV.

Meeting reconvened with all members present and we continued to work on vouchers.

Motion by Ward/Babcock to recess until 9 a.m. on January 19th. MC by uvv.

Respectfully submitted,

Bev Ward, Secretary

These minutes have not been approved by the committee.

Finance Committee
January 19, 2006 – 9:00 a.m.

Meeting called to order by Chairman Sebastiani with members Babcock and Ward in attendance.

Don was present and explained his report.

The Committee worked on vouchers.

Motion by Ward/Babcock to adjourn. MC by UVV.

Respectfully submitted,

Bev Ward, Secretary

These minutes have not been approved by the committee.



HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee
9 December 2005 Meeting

Call to Order and Roll Call – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Cynthia Loken, Larry Babcock, Agnes Weingarten, Charles Rath, and Joyce Kirslenlohr. Also present were Wendy Pierce, Fiscal & Support Services Manager and Eric G. Furtkamp, Ph.D., Director.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Mr. Rath and seconded by Ms. Kirslenlohr to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes of 11 November 2005 Meeting – A motion was made by Ms. Weingarten and seconded by Mr. Rath to approve the minutes of the 11 November 2005 meeting as corrected. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – None

Review of Veteran's Services Vouchers – The subcommittee reviewed vouchers from the Veteran's Services Department. A motion was made by Mr. Rath and seconded by Ms. Weingarten to approve the Veteran's Services vouchers. Voice vote, all in favor. Motion Carried.

Review of Health & Human Services Vouchers – The subcommittee reviewed vouchers from the Aging Unit (presented by Carol Johnson), Public Health Unit (presented by Linda McFarlin), Youth Services, Economic Support, Long-Term Support, and Clinical Services Units (presented by Wendy Pierce and Eric Furtkamp). A motion was made by Mr. Rath and seconded by Ms. Kirslenlohr to approve the vouchers (total \$384,107.78, including "*Friday Checks*") as presented. Voice vote, all in favor. Motion Carried.

Review of Vouchers Previously Submitted for Payment ("*Friday Checks*") – The subcommittee reviewed and signed vouchers previously submitted for payment to the (County) Finance Committee.

Approval of Financial Reports for Review by HHS Board – The subcommittee reviewed the October Revenue/Expense reports from the County Clerk's office and the monthly Departmental financial report. A motion was made by Mr. Babcock and seconded by Ms. Kirslenlohr to approve the financial reports as presented and refer them for consideration by the HHS Board. Voice Vote, all in favor. Motion Carried.

Committee Discussion – The subcommittee discussed including the following issues in future meetings: none.

Adjournment – A motion was made by Mr. Rath and seconded by Ms. Weingarten to adjourn until 13 January 2006 at 8:30 A.M. Voice vote, all in favor. Motion Carried. Meeting adjourned at 10:00 A.M.

Respectfully Submitted

Eric G. Furtkamp, Ph.D.

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.



HEALTH & HUMAN SERVICES BOARD
9 December 2005 Meeting

Call to Order and Roll Call – The meeting of the Adams County Health & Human Services Board was called to order at 10:20 A.M. in the Multi-Purpose Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Beverly Ward, Joyce Kirslenlohr, Cynthia Loken, Charles Rath, Larry Babcock, Maureen Bruce, Teresa Harvey-Beversdorf, and Agnes Weingarten. Dr. Hany Mikhaeel was excused.

Staff Present – Linda McFarlin, R.N., M.A., Health Officer, Carol Johnson, Aging Unit Director, Diane Osborn, Long Term Support Services Manager, Wendy Pierce, Fiscal and Support Services Manager, and Eric G. Furtkamp, Ph.D., Director.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Bruce and seconded by Ms. Loken to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes – A motion was made by Mr. Babcock and seconded by Ms. Loken to approve the minutes of the 11 November 2005 Health & Human Services Board meeting as printed. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – None

New Business – *Discussion and action on job description and resolution to create two Intake/Access Specialist positions and delete the vacant Deputy Director position.* The Board reviewed the job description for a new position, Intake/Access Specialist. If approved, the positions would conduct intake interviews for all individuals entering the service delivery system, and would coordinate and follow through referrals until services are established. There was considerable discussion regarding the wage rate used in the determination of the fiscal impact statement of the resolution to create the positions. A wage midway between a Case Manager and Social

Worker II was used, on the premise that the qualifications and responsibilities of the Intake/Access Specialist position fell grossly between the two classes of employees. The Board questioned the deletion of the Deputy Director position, and received assurances from the management staff present that they could not only continue to function, but also absorb some of the duties assigned to the Deputy Director position. A motion was made by Mr. Babcock and seconded by Ms. Loken to approve the resolution creating two Intake/Access Specialist positions and the accompanying job description and to forward them to the Personnel Committee for consideration. Voice vote, all in favor. Motion Carried.

Discussion and action on resolution to ask the Governor and Legislature to pass legislation that removes the cost of placements at the two state Mental Health Institutes from the tax levy. The Board reviewed a resolution regarding shifting the cost of placements at Mendota and Winnebago Mental Health Institutes from the county tax levy to the State of Wisconsin. It is estimated that such a move would save the County a minimum of \$150,000 annually. After brief discussion, a motion was made by Ms. Loken and seconded by Ms. Weingarten to approve the resolution and forward it to the County Board of Supervisors. Voice vote, all in favor. Motion Carried.

Discussion and action on resolution to oppose passage of a bill classifying social workers as protective occupation participants in the Wisconsin Retirement System. The Board reviewed a resolution regarding an Assembly Bill which would reclassify social workers within the Wisconsin Retirement System, increasing counties' required contributions from 12.0% to 15.8%, resulting in increased costs to Adams County of approximately \$12,700 annually. After discussion, a motion was made by Mr. Babcock and seconded by Mr. Rath to approve the resolution and forward it to the County Board of Supervisors. Voice vote, all in favor. Motion Carried.

Review and action on Fiscal Year 2006 Purchase of Service Contracts. Prior to consideration of this issue, the Ms. Ward withdrew from any participation in the discussion and subsequent action, and asked Mr. Rath to chair this portion of the agenda. The Board reviewed the list of purchase of service contracts as presented by Ms. Pierce. Dr. Furtkamp indicated that the Corporation Counsel had been consulted regarding preferences as to review of the documents, and had advised that he would prefer to review in advance only those contracts which contained significant increases in amounts or which differed from the typical state-recommended boilerplate language. Board members and staff expressed their appreciation for Ms. Pierce's efforts in consolidating and summarizing the contracts. After discussion and numerous questions regarding specific vendors and services, a motion was made by Ms. Bruce and seconded by Ms. Weingarten to approve the purchase of service contracts as presented, subject to review by the Corporation Counsel. Voice vote, all in favor (Ms. Ward abstained). Motion Carried.

Continued discussion of long-term solution for Thrift Shop location. Ms. Ward presented the Board with an update on her conversations with Linda Sheppard, owner of the former IGA building, Steve Eatough of the Horicon State Bank, leaseholder of the present Thrift Shop building, and the Adams County Corporation Counsel. The assessed valuation of the old IGA building is between \$312,000 and \$325,000, and the asking price is \$439,000, which includes eight lots encompassing the building and parking lot. There have been other inquiries regarding the availability of the building. Preliminary discussions have been held with the Corporation Counsel and Horicon State Bank regarding termination of the lease, should that be the course of action selected. Estimates have been received from J.C.'s Heating & Electric of Friendship regarding the installation of an additional furnace, new thermostats, and replacement lighting for the old IGA building. After considerable discussion, a motion was made by Ms. Loken and seconded by Ms. Harvey-Beversdorf, in recognition by the Health & Human Service Board of the need to purchase the old IGA building, to ask the Corporation Counsel to do what is needed to start the process and to negotiate the end of the current Thrift Shop lease. Voice vote, all in favor. Motion Carried.

Discussion regarding Wisconsin Health Rankings. Ms. McFarlin reviewed the results of the Wisconsin County Health Rankings 2005, a study conducted by the University of Wisconsin Population Health Institute. The study ranks Adams County 70th healthiest among the 72 counties with respect to health outcomes and health determinants, as defined in the study, lower than in 2004, and ending a trend of gradual improvement in ranking over the past few years. Specific County strengths cited were measures of the physical environment, including a low level of pre-1950 housing, a low level of people with an inadequate level of fruit and vegetable consumption, and a low violent crime rate. Challenges noted were high level of smoking during pregnancy, high rate of motor vehicle crash fatalities, low level of pneumococcal and influenza vaccinations, and low level of residents with a high school degree. Adams County Public Health is addressing those challenges by working to change the local culture and perspectives regarding healthy lifestyles and stressing preventative measures and early interventions. In addition, there is some question regarding the source of the vaccination statistics, and Ms. McFarlin explained her reasons for disputing the rankings in that area.

Opening and awarding of bids for vehicle repair and maintenance contract. Ms. Johnson informed the Board that the request for bids on vehicle repair and maintenance had been published in the local newspaper and

announced on the radio station, but that no proposals had been received. The Board will discuss what, if any, subsequent action to take as part of the January 2006 meeting.

Purchase of Service Contracts – None

Conference and Workshop Requests – A motion was made by Ms. Bruce and seconded by Mr. Rath to approve the attendance of Tara Kircher and Lisa Etheridge to DDSS Waiver Basics Training in Wisconsin Rapids on December 14th and 15th, 2005 (\$45 registration each), and Carrie Allard to GIS for Public Health and Human Services, in Mauston on December 2, 2005 (\$25 registration, approximately \$26.19 mileage). Voice vote, all in favor. Motion Carried.

Purchases – None

Unit, Advisory Committee, and Consortia Reports

♦ Aging & Long Term Support

- *Aging Advisory Committee* – The Board reviewed the minutes of the 9 November 2005 meeting.
- *Nutrition Advisory Committee* – The Board reviewed the minutes of the 16 November 2005 meeting held at the Big Flats nutrition site.
- *Long Term Support Advisory Committee* – next meeting February 2006.
- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the contents of the written report previously distributed to the Board. Ms. Johnson informed the Board that the next available appointment with the Benefit Specialists to discuss Medicare Part D is in mid-January.
- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review a report that she distributed to the Board. Ms. Osborn reminded Board members of the DD Christmas party at Cedar Shack on Tuesday, December 13, 2005. A question was raised regarding additional paychecks received by clients of the Adult Day Program and Thrift Store. Ms. Osborn explained that the sub-minimum wage certificate expired, and was not renewed when the application documents were sent to the wrong address, due to a clerical error on our part. The US Department of Labor would not backdate the new certificate, despite the explanations given, and ordered the HHSD to pay minimum wage retroactively to the clients for hours worked during the period between the old and current certificates. COP Risk Reserve funds were used to pay the wages.

♦ Public Health

- *Review of Written Report of Health Officer* – Ms. McFarlin was present to review the contents of the written report previously distributed to the Board. Ms. McFarlin informed the Board that plans were proceeding to prepare the county for an outbreak of avian influenza, given the slight risk for a pandemic this year and greater risk for next year. It is anticipated that the threat will remain over a period of two to three years. The next planning meeting is 15 December 2005, and Ms. McFarlin expects to have a comprehensive plan in place within four months. Ms. McFarlin also noted that preliminary estimates of the prevention grant awards for 2006 indicated an approximate reduction of 18%. These funds are used to procure the services of the Sanitarian, and, if grant funds are, in fact reduced, the costs will need to be offset using some other line item.

♦ Children & Family Services

- *Youth Services Advisory Committee (4-Cs)* – No report was presented.
- *Mental Health/AODA Committee* – A meeting is not yet scheduled. Staff shortages in the outpatient clinic have postponed development of the Comprehensive Community Services benefit application.
- *Review of Written Report of Youth Services Manager* – The Board reviewed the contents of the written report previously distributed.
- *Review of Written Report of Clinical Services Manager* – The Board reviewed the November inpatient statistics and outpatient clinic openings and closings prepared by clinic staff.

♦ Economic Support

- *W-2 Steering Committee* – The Board reviewed the minutes of the 9 November 2005 meeting of the Adams County Visions Committee.
- *PAW Consortium* – No report.
- *Review of Written Report of Economic Support Services/W-2 Program Manager* – The Board reviewed the contents of the written report previously distributed.

♦ Fiscal & Support

Subcommittee Reports

- ♦ Finance Subcommittee – The Board reviewed a summary of the vouchers. A motion was made by Mr. Babcock and seconded by Ms. Kirslenlohr to approve the November financial report and vouchers. Voice vote, all in favor. Motion Carried.

- ♦ Human Resources Subcommittee – Negotiations are still ongoing between the candidates and the Corporation Counsel.
- ♦ Service Evaluation Subcommittee – Mr. Rath presented a summary of the meeting of the subcommittee, and the Board members reviewed a draft of the minutes of the meeting. Mr. Rath highlighted the two main priorities established for the Department for 2006: the recruitment and retention of a full complement of professional staff and the establishment of an intake/access unit and single-entry process.

Director's Report – The management team members present discussed with the Board members the status of various consolidation projects, items, and issues.

Committee Discussion – Identification of other potential agenda items for future meetings. No specific additional items, beyond ongoing projects and issues, were identified.

Confirmation of Next Meeting Date – 13 January 2006.

Adjournment – A motion was made by Ms. Bruce and seconded by Mr. Rath to adjourn. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.
Director

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.



HEALTH & HUMAN SERVICES BOARD
13 January 2006 Meeting

Call to Order and Roll Call – The meeting of the Adams County Health & Human Services Board was called to order at 10:35 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Beverly Ward, Joyce Kirslenlohr, Cynthia Loken, Dr. Hany Mikhaeel, Larry Babcock, Maureen Bruce, Teresa Harvey-Beversdorf, and Agnes Weingarten. Charles Rath was excused.

Staff Present – Linda McFarlin, R.N., M.A., Health Officer, Carol Johnson, Aging Unit Director, Sandra Wormet, Economic Support Services Manager, Wendy Pierce, Fiscal and Support Services Manager, and Eric G. Furtkamp, Ph.D., Director.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Bruce and seconded by Ms. Kirslenlohr to approve the agenda as published and to certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes – A motion was made by Mr. Babcock and seconded by Ms. Weingarten to approve the minutes of the 9 December 2005 Health & Human Services Board meeting as printed. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – Dr. Furtkamp distributed a copy of a letter, dated 7 January 2006, from Mark Moody, Administrator of the (State) Division of Health Care Financing, regarding county participation in the Medicaid transportation management initiative. This item will be added to the February 2006 Board agenda for formal action.

New Business – *Presentation by Linda McFarlin, R.N., M.A., regarding planning process for coordinated response to potential avian influenza pandemic.* Linda McFarlin, Health Officer, described

for the Board the process involved in preparing a mass vaccination clinic in the event of a “bird flu” pandemic. Those individuals and entities involved in the planning process are meeting monthly to develop the incident command structure and response protocols necessary for implementing a countywide vaccination clinic. Ms. McFarlin shared with the Board a state-developed fact sheet regarding pandemics and the bird flu, as well as a portion of the planning section of the Adams County Public Health Unit Mass Clinic Plan and mass clinic command structure organizational chart. The next partners’ meeting is scheduled for 9 am on January 17th in the Oak Room at Moundview Medical Center. A tabletop exercise in implementing the mass clinic plan is scheduled in April.

Discussion regarding consolidation of checking/savings accounts. Wendy Pierce, Fiscal and Support Services Manager, distributed a list of open Health & Human Services Department bank accounts and a list of those closed over the course of the past nine months. The closed accounts include: representative payee checking (the Social Services and Community Programs accounts were consolidated), Work Activity and Independent Living checking accounts (closed and merged into main Department checking account), and Visitation Center checking (held jointly with Hope House, funds now held by Hope House). The remaining open accounts, which are reported to the County Treasurer and are audited as part of the County audit include: representative payee checking and savings (interest-bearing accounts required by Social Security in some circumstances), “PACT” checking (general checking, immediate use, one-time vendors, client refunds, etc.), Supported Employment checking (client payroll, payroll taxes), COP Risk Reserve (money management account for unanticipated or very high cost direct COP or COP-Waiver client expenses, funds required to be held separately in interest-bearing account by State guidelines), Restitution checking (residual account holding restitution payments from juveniles, for disbursements only, no further deposits will be made), Senior Home Repair account (one-time grant funds for small household repairs, for disbursement only, no further deposits will be made).

Consideration of postponing February Finance Subcommittee meeting to allow more time for voucher preparation using combined chart of accounts. After brief discussion, it was the consensus of the Board members present to schedule the Finance Subcommittee meeting for 14 February 2006 at 9:00 a.m.

Continued discussion of long-term solution for Thrift Shop location. Ms. Ward presented the Board with an update on her conversations with Linda Sheppard, owner of the former IGA building, and Kevin Kniess, the Adams County Corporation Counsel.

Discussion concerning soliciting vehicle repair and maintenance contract. The Board discussed reissuing a request for bids on vehicle repair and maintenance, which had been published in the local newspaper and announced on the radio station, with no proposals received as a result. After some discussion, it was the consensus of the Board members present that a subsequent request would be unlikely to produce the desired result, and recommend that the matter not be pursued.

Purchase of Service Contracts – A motion was made by Ms. Bruce and seconded by Dr. Mikhaeel to approve the purchase of service contract with Kristine Leverich/Safety Planning Associates to develop and facilitate one tabletop exercise program (two orientation meetings with one 2 hour tabletop exercise) and one functional exercise in the year 2006, concluding with two final after action reports, as part of planning a response to a flu pandemic (\$4,500 *in toto*), contingent upon approval by the Corporation Counsel. Voice vote, all in favor. Motion Carried.

Conference and Workshop Requests – A motion was made by Ms. Bruce and seconded by Ms. Kirslenlohr to approve the attendance of Lisa Krizan, Lorie Tomsyck, and Carrie Allard to Wisconsin Child Welfare Training System, Advanced Training on Drug Endangered Children in Madison on January 6, 2006 (\$20 registration each, approximately \$85 mileage for driver); Deb Dunn-Ryan to New School Nurse Orientation presented by the Department of Public Instruction in Madison on 3 February 2006 (\$35 registration, approximately \$82 mileage, paid by A-F Area Schools). Voice vote, all in favor. Motion Carried.

Purchases – A motion was made by Ms. Kirslenlohr and seconded by Ms. Loken to approve the purchase of one (replacement) cellular telephone for a vehicle, two replacement desktop computers, and three new personal computers (noting that the Review Committee had also contingently approved the purchase at the 11 January 2006 meeting). Voice vote, all in favor. Motion Carried.

Unit, Advisory Committee, and Consortia Reports

♦ Aging & Long Term Support

- *Aging Advisory Committee* – next meeting May 2006.
- *Nutrition Advisory Committee* – next meeting 18 January 2006 at Adams nutrition site.
- *Long Term Support Advisory Committee* – next meeting 19 January 2006 at HHSD offices.
- *Review of Written Report of the Aging Unit Director* – Ms. Johnson was present to review the contents of the written report previously distributed to the Board.

- *Review of Written Report of the Long Term Support Services Manager* – Ms. Osborn was present to review a report that she distributed to the Board.
- ♦ Public Health
 - *Review of Written Report of Health Officer* – Ms. McFarlin was present to review the contents of the written report previously distributed to the Board. Ms. McFarlin informed the Board that one of the adult entertainment facilities within the county is advertising that it serves food, and that, to the best of her knowledge, the establishment does not have a license. She will keep the Board informed of any follow-up by the Public Health Unit.
- ♦ Children & Family Services
 - *Youth Services Advisory Committee (4-Cs)* – next meeting 13 January 2006.
 - *Mental Health/AODA Committee* – A meeting is not yet scheduled. Staff shortages in the outpatient clinic have postponed development of the Comprehensive Community Services benefit application.
 - *Review of Written Report of Youth Services Manager* – The Board reviewed the contents of the written report previously distributed.
 - *Review of Written Report of Clinical Services Manager* – The Board reviewed the November inpatient statistics prepared by clinic staff.
- ♦ Economic Support
 - *W-2 Steering Committee* – Ms. Wormet reported the discussions of the Adams County Visions Committee meeting of 11 January 2006.
 - *PAW Consortium* – The Consortium will meet at the end of January. The Job Center consortium is scheduled to meet on 17 January 2006.
 - *Review of Written Report of Economic Support Services/W-2 Program Manager* – Ms. Wormet was present to review a report previously submitted to the Board. In addition, she noted that the Salvation Army Christmas dinner had served 53 and that the Angel Tree Program had provided gifts for 399 children. After questions were raised by the Board, Ms. Carrie Allard, Public Health Technician, joined the meeting to provide a brief oral report regarding the Coats for Kids Program.
- ♦ Fiscal & Support
 - Ms. Wendy Pierce, Fiscal and Support Services Manager, provided a brief update to the Board regarding the use of on-call staff and the lack of progress in obtaining a Co-op student.

Subcommittee Reports

- ♦ Finance Subcommittee – The Board reviewed a summary of the vouchers. A motion was made by Ms. Weingarten and seconded by Mr. Babcock to approve the December financial report and vouchers. Voice vote, all in favor. Motion Carried. A motion was made by Ms. Bruce and seconded by Ms. Weingarten to approve submission of late 2005 bills received as “Friday checks.” Voice vote, all in favor. Motion Carried.
- ♦ Human Resources Subcommittee – The Clinical Services Manager candidate has formally declined the position. Dr. Furtkamp, Kevin Kniess, Corporation Counsel, and John Keuler, County Administrator, will meet to discuss the next step in recruitment. The Board discussed formation of a subcommittee to conduct interviews for the Mental Health/AODA Counselor position, currently advertised state-wide through a number of media. After discussion, Ms. Ward (chair), Ms. Loken, and Ms. Bruce agreed to serve.
- ♦ Service Evaluation Subcommittee – next meeting 30 January 2006.

Director’s Report – The management team members present discussed with the Board members the status of various consolidation projects, items, and issues.

Committee Discussion – Identification of other potential agenda items for future meetings. The Board identified the following issues: MA Transportation management initiative, job descriptions for the Long Term Support Unit, open discussion of the Easton meal site, and the attendance of Mary Young, Southern Regional Office Area Administrator for Public Health, to present the Level II document and discuss other issues.

Confirmation of Next Meeting Date – 10 February 2006, at 9:00 a.m.

Adjournment – A motion was made by Ms. Loken and seconded by Ms. Harvey-Beversdorf to adjourn. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.
Director



HEALTH & HUMAN SERVICES BOARD – Finance Subcommittee
13 January 2006 Meeting

Call to Order and Roll Call – The meeting of the Finance Subcommittee of the Adams County Health & Human Services Board was called to order at 8:30 A.M. in the Richard C. Holt Conference Room of the Health & Human Services building in Friendship. Those in attendance included Chairperson Cynthia Loken, Larry Babcock, Agnes Weingarten, and Joyce Kirsenlohr. Subcommittee member Charles Rath was excused. Also present were Wendy Pierce, Fiscal & Support Services Manager and Eric G. Furtkamp, Ph.D., Director.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Mr. Babcock and seconded by Ms. Weingarten to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Approval of Minutes of 9 December 2005 Meeting – A motion was made by Ms. Kirsenlohr and seconded by Mr. Babcock to approve the minutes of the 9 December 2005 meeting as presented. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – None

Review of Veteran's Services Vouchers – The subcommittee reviewed vouchers from the Veteran's Services Department. A motion was made by Ms. Weingarten and seconded by Ms. Kirsenlohr to approve the Veteran's Services vouchers. Voice vote, all in favor. Motion Carried.

Review of Health & Human Services Vouchers – The subcommittee reviewed vouchers from the Aging Unit (presented by Carol Johnson), Public Health, Youth Services, Economic Support, Long-Term Support, and Clinical Services Units (presented by Wendy Pierce and Eric Furtkamp). A motion was made by Ms. Kirsenlohr and seconded by Mr. Babcock to approve the vouchers (total \$463,536.49, including "*Friday Checks*") as presented. Voice vote, all in favor. Motion Carried.

Review of Vouchers Previously Submitted for Payment ("*Friday Checks*") – The subcommittee reviewed and signed vouchers previously submitted for payment to the (County) Finance Committee.

Approval of Financial Reports for Review by HHS Board – The subcommittee reviewed the November Revenue/Expense reports from the County Clerk's office and the monthly Departmental financial report. A motion was made by Mr. Babcock and seconded by Ms. Kirsenlohr to approve the financial reports as presented and refer them for consideration by the HHS Board. Voice Vote, all in favor. Motion Carried.

Committee Discussion – The subcommittee discussed including the following issues in future meetings: none.

Adjournment – A motion was made by Ms. Kirsenlohr and seconded by Mr. Babcock to adjourn until a date set at the Health & Human Services Board meeting. Voice vote, all in favor. Motion Carried. Meeting adjourned at 10:25 A.M.

Respectfully Submitted

Eric G. Furtkamp, Ph.D.

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD.



HEALTH & HUMAN SERVICES BOARD
2 February 2006 Meeting

Call to Order and Roll Call – The meeting of the Adams County Health & Human Services Board was called to order by Ms. Bev Ward at 1:30 P.M. in the Health & Human Services building in Friendship. Those in attendance included Charles Rath, Larry Babcock, Agnes Weingarten, Cynthia Loken, and Bev Ward.

Others Present – John Keuler, County Administrator, Kevin Kniess, Corporation Counsel, and Al Sebastiani, County Board Chairperson.

Staff Present – Diane Osborn, Long Term Support Services Manager and Eric G. Furtkamp, Ph.D., Director.

Closed Session – A motion was made by Mr. Babcock and seconded by Ms. Weingarten to convene in closed session pursuant to s. 19.85(1)(e), Wisconsin Statutes, to deliberate or negotiate the purchase of public properties. Roll Call vote: 5 aye, 0 nay. Motion Carried.

Open Session – A motion was made by Mr. Rath and seconded by Mr. Babcock to reconvene in open session pursuant to s. 19.85(2), Wisconsin Statutes. Roll Call vote: 5 aye, 0 nay. Motion Carried.

Adjournment – A motion was made by Ms. Loken and seconded by Mr. Rath to adjourn. Voice vote, all in favor. Motion Carried.

Respectfully Submitted,

Eric G. Furtkamp, Ph.D.
Director

THESE MINUTES HAVE NOT BEEN APPROVED BY THE HEALTH & HUMAN SERVICES BOARD



HEALTH & HUMAN SERVICES BOARD – Service Evaluation Subcommittee
30 January 2006 Meeting

Call to Order and Roll Call – The meeting of the Service Evaluation Subcommittee of the Adams County Health & Human Services Board was called to order at 1:00 p.m. in the North Conference Room of the Health & Human

Services building in Friendship. Those in attendance included Chairperson Charles Rath, Larry Babcock, and Maureen Bruce.

Staff Present: Linda McFarlin, Health Officer, Carol Johnson, Aging Unit Director, Sandra Wormet, Economic Support/W-2 Program Manager, Diane Osborn, Long Term Support Services Manager, Wendy Pierce, Fiscal & Support Services Manager and Eric G. Furtkamp, Ph.D., Director.

Approval of Agenda and Compliance with Open Meetings Law – A motion was made by Ms. Bruce and seconded by Mr. Babcock to approve the agenda and certify compliance with the Open Meetings Law. Voice vote, all in favor. Motion Carried.

Public Participation – None

Correspondence – None

Meet with Unit Managers to discuss Unit and Department goals and objectives for 2006 – Each Unit Manager identified the priority goals for their respective units for 2006. The subcommittee members discussed and identified consistent themes across the operational units and established the following Department-wide objectives for 2006:

1. Work to improve the recruitment and retention of professional staff.
2. Develop and implement a comprehensive intake/access system.
3. Continue the integration of the operational units into an interdependent, cohesive department.

After discussion, the subcommittee assented to the establishment of the following operational unit goals and objectives for 2006.

Aging Unit

1. With additional money from the Department of Transportation, the Aging Unit will expand the availability of transportation to needed services by providing transportation for the elderly to the Food Pantry.
2. Continue the education and training with the State of the national, web-based information and referral system.
3. Continue the education and training with the State on the web-based state reporting system.

Economic Support Unit

1. Continue to serve eligible Adams County residents with economic support services which are available.
2. Continue our 0% error rate in Food Share issuance.
3. Combine the customer satisfaction surveys of the various units into one survey for the agency.
4. Set up the electronic case file structure for the Economic Support Unit to scan open case folders and subfolders into the State system.

Fiscal & Support Services Unit

1. *Support Services* – Incorporate the intake workers, relieving reception staff from responsibilities better handled by professionals.
2. *Support Services* – Cross-train the four receptionists fully so that they can fill in any post at either front office.
3. *Support Services* – Look into job training in phone etiquette, dealing with difficult customers, and office professionalism.
4. *Fiscal Management* – Streamline the voucher system, creating a procedure that will assure proficiency, create better tracking of the budget, and help the reporting processes.
5. *Fiscal Management* – Streamline the deposit system, maintaining one routing system for all the money taken in by the department, assuring better tracking and accurate coding, which will in turn improve budget maintenance.
6. *Fiscal Management* – Train more staff in data entry for the voucher system.

Long Term Support Services Unit

1. Increase personal care program participation.
2. Develop Community Integration slots transferring people out of nursing homes.
3. Secure a new building for the Thrift Store.
4. Increase Children's Waiver services to more children and broader range of target groups.
5. Increase service providers for Birth to Three program.
6. Assure that Case Management charting and billing is completed monthly.

Public Health Unit

1. Complete an Incident Command Structure for an avian flu pandemic by March 2006.
2. Conduct flu pandemic exercises with all partners by August 2006.
3. Obtain signed Memoranda of Understanding with the pharmacy, school, and municipal buildings by 31 December 2006.
4. Maintain all other public health programs at their current level.

Youth Services Unit

1. Participate in the State Program Enhancement Plan, undergoing a Quality Service Review in June 2006, and incorporate new standards of practice for Child Welfare cases.
2. Consider specialization of the staff within the Unit for child protective services and juvenile justice issues, increasing knowledge base and proficiency of the Unit as a whole.
3. Work to develop and fund preventative services, such as in-home detention and youth mentoring, reduced or eliminated by budget reallocation by the (state) Department of Corrections.

Clinical Services Unit

1. Continue to expand peer-to-peer support opportunities for individuals with severe emotional disorders through participation and sponsorship of activities at the Friendship Connection.
2. Continue to increase the proportion of clients completing and benefiting from outpatient substance abuse services.
3. Continue outreach and prevention efforts to reach children and adolescents in need of outpatient mental health and/or substance abuse services.
4. Continue to increase the proportion of clients reporting satisfaction with the services they receive.

Committee Discussion – After discussion, it was the consensus of the members that the subcommittee had fulfilled its mission for the current year. Dr. Furtkamp was asked to have minutes ready for review by the Health & Human Services Board at the February 2006 meeting, and to include the goals and objectives established by the subcommittee in the 2005 Annual Report, for review by the Health & Human Services Board in March 2006. It was further recommended that the subcommittee be reconstituted at the end of 2006 to work on 2007 goals and objectives.

Set next meeting date – none

Adjournment – A motion was made by Ms. Bruce and seconded by Mr. Babcock to adjourn. Voice vote, all in favor. Motion Carried. Meeting adjourned at 3:15 p.m.

Respectfully Submitted

Eric G. Furtkamp, Ph.D.

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, JANUARY 12, 2006, AT 9:00 A.M.
HIGHWAY DEPARTMENT OFFICE
1342 COUNTY ROAD “F”, ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Dave Grabarski, Secretary
Robert Dixon
Joyce Kirslenlohr

OTHERS PRESENT: Ronald Chamberlain, Highway Commissioner

WAS THE MEETING PROPERLY ANNOUNCED? YES

CALL MEETING TO ORDER / ROLL CALL: The Meeting of the Adams County Highway Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, January 12, 2006. ROLL CALL: Morgan, Grabarski, Dixon, Kirslenlohr, Babcock. ALL MEMBERS PRESENT.

APPROVE THE AGENDA: Motion by Dixon to approve the Agenda as presented, second by Kirslenlohr. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

APPROVE MINUTES OF DECEMBER 8, 2005 MEETING: Motion by Morgan to approve the Minutes as printed of the Adams County Highway Committee Meeting for December 8, 2005, second by Grabarski. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

REVIEW & ACT ON TRUCK / EQUIPMENT BIDS: The following bids were received for the Truck / Equipment:

<i>Vendor</i>	<i>Single Axle Truck</i>	<i>Single Axle Equip</i>	<i>Tandem Axle Truck</i>	<i>Tandem Axle Equip</i>	<i>Trailer</i>
<i>WI/UP Trailer</i>					\$54,923.00
<i>Universal</i>		\$50,750.00		\$49,977.00	
<i>Monroe</i>		\$57,354.00		\$57,593.00	
<i>Monroe</i>				\$68,209.00	
<i>Badger</i>	\$58,411.00		\$101,574.00		
<i>Mid-State</i>	\$56,900.00		\$96,930.00		
<i>V&H</i>	\$58,852.00		\$104,776.00		
<i>V&H</i>	n/a		\$93,401.00		

Motion by Grabarski, in the best interest of the County to purchase the Single Axle Truck from Badger (Sterling) for the amount of \$58,411.00, second by Kirslenlohr. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Motion by Grabarski, in the best interest of the County to purchase the Single Axle Truck Equipment from Universal for the amount of \$50,750.00, second by Dixon. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JANUARY 12, 2006 – AT 9:00 A.M.**

RECLAIMER OPERATIONS: Motion by Grabarski to postpone the Reclaimer Operations for one month, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

OPERATIONS STUDY: Highway Commissioner Chamberlain updated the Highway Committee on the Operations Study.

COUNTY TODS PROGRAM: Motion by Kirslenlohr to not participate in the County TODS sign program, second by Grabarski. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

SNOW BARRIER POLICY: Motion by Morgan to adopt the Snow Barrier Policy as presented, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.
(POLICY ATTACHED TO MINUTES)

RETIREMENT RESOLUTION: Motion by Dixon to approve a Resolution to honor the service of retiring Highway Employee Arvin V. Prutzman and to forward this resolution to County Board to be acted on at the February 2006 County Board Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

DISCUSSION ON RE-FILLING VACANCIES: Motion by Grabarski to postpone re-filling vacancies until the Operations Study is received, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

TREE CUTTING POLICY: Motion by Dixon to reaffirm the tree cutting policy, second by Grabarski. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

COMPUTER SOFTWARE & HARDWARE: Motion by Kirslenlohr to approve the software and hardware computer requests (two laser printers & software program), second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

CONSTRUCTION UPDATE:

- a) **CTH "W" ~ CTH "D" TO CTH "O":** CTH W excavation is complete, the sub-base is in and compacted, and the base is in and compacted. Road is open for traffic. Spring will see finish grading and paving.
- b) **CTH "O" ~ CTH "G" TO ROME:** Waiting on DNR permits we have the ACOE permit, which I am told are in the mailing out process. As soon as the frost permits we will get the dirt work done, and the gravel on. Bridges should be let for the February meeting, and once they are complete the road can be paved.
- c) **CTH "A" ~ CTH "B" TO BROOKS:** We are currently brushing this stretch, dirt work etc in the spring after CTH O.
- d) **CTH "A" ~ BROOKS TO CTH "EE":** The advertisement is going in the paper this week (copy included) and will be ready to award in February.

COMPOSITE RATES: Motion by Dixon to accept using Composite Rates as set by State DOT for the 2006 Winter Maintenance for plow trucks, second by Kirslenlohr. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
JANUARY 12, 2006 – AT 9:00 A.M.**

SALT SAND STORAGE ~ COSTS: Motion by Morgan to leave the Salt Sand at the Solid Waste location, second by Grabarski. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

TRAINING: Motion by Grabarski, second by Dixon to approve the following training requests:

- 1) CATCO ~ AIR BRAKE SYSTEMS CLINIC / Ken Winegarden ~ Paul Craddock ~ Randy Petersen / January 31, 2006 ~ Wisconsin Rapids, WI / FEE: Registration \$10.00 each
- 2) MANAGING MULTIPLE PRIORITIES / Patrick Kotlowski & Dennis Premo / March 7, 2006 ~ Madison, WI / FEE: Registration \$99.00 each ~ Meals (TBD)
- 3) CRITICISM & DISCIPLINE / Patrick Kotlowski & Dennis Premo / April 11, 2006 ~ Madison, WI / FEE: Registration \$199.00 each ~ Meals (TBD)

VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.

FINANCIAL REPORT: Motion by Dixon to approve the Preliminary December 2005 Financial Report as audited, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

2005 BUDGET TRANSFERS: Motion by Grabarski to transfer \$944,000 from CTHS Maintenance, 73,000 from Bridge Construction and \$232,565.24 from C.H.I.P. for a total of \$1,249,565.24 into CTHS Construction, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

PAYROLL & VOUCHERS: Motion by Dixon to approve all payrolls and vouchers as audited, second by Kirslenlohr. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

ADJOURNMENT: Motion by Grabarski to adjourn the meeting until February 9, 2006 at 9:00 A.M., second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

Meeting adjourned at 12:30 P.M.

Respectfully submitted,

Dave Grabarski, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY HIGHWAY SAFETY COMMISSION

November 8, 2005 -11:00 am

1. Ron Becker called meeting to order at 11 :08 am. Present were, Patti Nelles, Ron Chamberlain, Mayor Romell, Ron Becker, Linda McFarlin, Laurie Falash, Deputy Stormoen, Sheriff Sindelar, Mark Thibodeau and Herb Barnes; excused were Chief Gold and Trooper Waite.
2. Was the meeting properly announced? Yes
3. Motion by Romell/Sindelar to approve previous meetings minutes, voice vote motion carried.
4. Approval of June 7th minutes - Falash/Nelles move to approve motion carried. 5. Public Participation - None
6. Traffic light 8TH13 by Kwik Trip - The City of Adams is requesting that the
Traffic light 8TH13 by Kwik Trip - The City of Adams is requesting that the
WisDOT review this intersection for a traffic light due to the crash history. Ron Becker for the WisDOT will review the situation, but he cautioned the City that this intersection might not meet enough criteria to justify a signal.
7. Speed reduction on STH 13 from current 45 mph zone south to Super 8 Motel- The City of Adams is requesting that the WisDOT review this area for a speed reduction from 55 mph to 45 mph. WisDOT suggested waiting for further development of this area to justify the reduction.
8. Bighorn Dr. - The Town of Monroe has implemented a speed reduction on Bighorn Dr. from CTH Z to the west. The WisDOT has been asked to review this reduction for approval. This will be reviewed at the next Highway Safety meeting.
9. Speed Reduction 20th Ave. Town of Strong's Prairie - Due to the increasing contacts from area residents, this area in the vicinity of Northern Bay was again discussed by the Commission. After much discussion; a motion by Romell/McFarlin to recommend that the Town of Strong's Prairie have a traffic impact analysis done, to include the area out Dakota Ave. to CTH Z and north on 20th to Cypress Ave. Voice vote motion carried. At the time that analysis is complete the Town should request a formal request to the WisDOT for the applicable speed reductions. Chamberlain will send a letter to the Town addressing those items.
10. CTH I Speed Reduction - The Commission reviewed a petition for speed reduction on CTH I. The Highway Department supplied a video of the area along with an access point drawing. Motion by Nelles/Sindelar to recommend the Highway Committee consider a reduction of speed on CTH I to 45 mph from the Davis corners area to CTH G, based on the petition. Voice vote motion carried 6 yes 3 no.
11. Future of Safety Commission - There was much discussion on the future on the
Highway Safety Commission in Adams County and what items or concerns the Commission should focus on. Some items for future discussion include mission statements, advertisements, and brochures on the Commission, safety vest programs, and posters including recreational transportation safety. Motion by Flash/Sindelar to form sub-committee to brainstorm Commission focus ideas, voice vote motion failed 1 yes 8 no. Motion by Romell/Chamberlain to have Commission focus meeting (all members) and this meeting to be a special meeting. Voice vote motion carried unanimous. This item to be on future agendas.
12. Old Business - \$133.34 in treasury
13. New Business - nothing to report.
14. Round Table-
 - a. Patti Nelles reported on attached handouts.
15. Report on County Crash History - no report available.
16. Set next meeting date - All to be at 11 :00 am; February 7, 2006; May 2, 2006;
August 8, 2006; November 14, 2006; and a special meeting January 24, 2006 for the purpose of a Commission focus group to include lunch.

17. Adjournment - Romell/Thibodeau to adjourn until 11 :00 am January 24, 2006 at the Highway Office, MC
Respectfully submitted,
Ronald Chamberlain, Secretary

ADAMS COUNTY HIGHWAY SAFETY COMMISSION

January 24, 2006 -11:00 am

1. Trooper Waite called meeting to order at 11 :05 am. Present were, Patti Nelles, Ron Chamberlain, Mayor Romell, Linda McFarlin, Herb Barnes and Chief Gold; excused were Ron Becker, Laurie Falash, Deputy Stormoen, Sheriff Sindelar, and Mark Thibodeau.

2. Was the meeting properly announced? Yes

3. Motion by Chamberlain/Gold to approve the agenda, motion carried.

Public Participation - None

4. Nelles passed out the Walworth County TSC mission statement and bylaws, a Vilas County flyer and vets program and discussed Racine County's monthly safety brochure and Outagamie's mission statement. The Commission then discussed the needs of the TSC with regards to the future focus of the TSC and worked on a TSC Mission Statement.

Motion by Romell/Gold to adopt the following mission statement, motion carried:

The Adams County Traffic Safety Commission will do it's utmost to ensure that Adams County remains a safe haven for all of it's citizens and those visitors passing through.

It will do this through a combination of direct safety activities, public information, education, enforcement and the coordination of consultation options.

The TSC then discussed the need for education outreach about the TSC, and the following methods were brought up: public service announcements, Channel 4, and news releases.

Finally the members decided to bring back a list of goals and issues for the next meeting.

6. Adjournment – Rome/Gold to adjourn until 11:00 am February 7, 2006 at the

Highway Office, MC

Respectfully submitted,

Ronald Chamberlain, Secretary

LAND & WATER CONSERVATION COMMITTEE MEETING

December 12, 2005

Regular Meeting

Present: Joyce Kirslenlohr, Chair, Committee Members: Dick Colby, Charlie Rath, Fran Dehmlow, Dave Renner. Others present: Chris Murphy, County Conservationist, Patrick Gatterman LWCD, Reesa Evans LWCD, Sandy Davis, LWCD and Jon Field, NRCS

Call to Order: Chair Joyce Kirslenlohr called the meeting to order at 9:06 a.m. in Adams County Courthouse Conference Room A030

Agenda: Motion by Renner/Rath to approve, carried unanimously.

Previous Minutes: Motion by Rath/Colby to approve minutes for November 7, 2005 meeting. Motion passed unanimously.

Report of USDA-APHIS: Not in attendance, no report.

DNR Forestry: Not in attendance, no report.

NRCS report: Field with discussion on EQIP, closings of FSA offices and moving of Montello NRCS office.

Staff Reports on Office Activities and Goals: November activities and goals for December discussed. Motion by Colby/Renner to approve reports, carried unanimously.

Trainings and Conferences: No requests.

Committee Member Reports: Colby gave report on FSA office closings and CWWP living snow fence projects. Renner discussed Golden Sands grant for school field trips and report on WLWCA Annual Meeting.

Committee member Fran Dehmlow came into attendance at the meeting.

Winter operations for County owned dams: Discussion on hours of work for Dam Operator. Motion by Rath/Colby for Operator to continue working two days per week.

Forest of Honor: Davis gave update on tree planting at the Adams Co. Parks.

2005 Soil and Water Resource Management Program: Amendments to project costs discussed. Motion by Colby/Rath to approve changes, carried unanimously.

Communications: Letter on Natural Resources Foundation 2005 projects distributes.

Financial Report/Bills motion to approve by Dehmlow/Rath, carried unanimously.

January 2006 LWCC meeting agenda items: Petenwell Lake project.

Next Meeting Date: scheduled for January 9, 2006 at 9:00 a.m.

Motion to Adjourn at 11:07 AM by Rath/Renner. Motion carried unanimously.

Respectively submitted,

Joyce Kirslenlohr, Chair

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

LAND & WATER CONSERVATION COMMITTEE MEETING

January 9, 2006

Regular Meeting

Present: Joyce Kirslenlohr, Chair, Committee Members: Dick Colby, Charlie Rath, Fran Dehmlow, Dave Renner. Others present: Chris Murphy, County Conservationist, Patrick Gatterman LWCD, Sandy Davis, LWCD, Nina Stensburg, WDNR, Scott Doherty, NRCS, and Don Fornassiere, President Tri-Lakes Management, not present Reesa Evans LWCD

Call to Order: Chair Joyce Kirslenlohr called the meeting to order at 9:00 a.m. in Adams County Courthouse Conference Room A260

Agenda: Motion by Dehmlow/Colby to approve, carried unanimously.

Previous Minutes: Motion by Rath/Colby to approve minutes for December 11, 2005 meeting. Motion passed unanimously.

Report of USDA-APHIS: Not in attendance, no report.

DNR Forestry: Stensburg gave report WDNR involvement with wildfires in Texas and Oklahoma, update on Cottonville fire victims and 2004 tornado victims need. Reported damage reimbursement for 2006 will be 50%.

NRCS report: Doherty had only report on Big Spring Dam removal given on item later.

MSA Task Order #1 & #2: Task orders for dam engineering services discussed. Task Order 1: project #0320508 Survey Control Phase and Task Order 2: project # 0320510 for Review and Professional Mentoring –Dam Engineering Services. Motion by Colby/Dehmlow to approve Task Orders carried unanimously.

Petenwell Lake Project: Gatterman gave report on Rock Barrier Islands and Shoreline Protection projects. Also discussed DATCP Engineering project with assistance from Adams Co. Conservation Technician permits, bids and cost share.

Staff Reports on Office Activities and Goals: December activities and goals for January discussed. Motion by Dehmlow/Renner to approve reports, carried unanimously.

Trainings and Conferences: Murphy request to attend UW Extension and WPVGA Grower Education Conference. Motion by Dehmlow/Renner to approve reports, carried unanimously.

Committee Member Reports: No reports given.

Assembly Bill 757: Support for Invasive Species funding discussed. Recommendation to send letter of support to all legislators motioned by Rath/Renner carried unanimously.

Big Spring Dam removal and restoration: Report by Doherty of NRCS stating that dam removal costs to be covered by grants from Wildlife Habitat Incentive Program, DNR Dam Removal Grant, Fish & Wildlife funds, Wildlife Protection Grant and River Alliance Funds. County Conservationist and NRCS to work together on removal of dam and restoration of creek.

Communications: Letter on Manure Management Task Force and NACD Publication discussed.

Financial Report/Bills motion to approve by Renner/Rath, carried unanimously.

February 2006 LWCC meeting agenda items: DATCP Listening Session, 2005 Annual Report, 2006 Plan of Operations.

Next Meeting Date: scheduled for February 13, 2006 at 9:00 a.m.

Motion to Adjourn at 10:47 AM by Rath/Dehmlow. Motion carried unanimously.

Respectively submitted,

Joyce Kirslenlohr, Chair

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**NORTH CENTRAL WI WORKFORCE DEVELOPMENT BOARD/
LOCAL ELECTED OFFICIALS JOINT MEETING**

September 22, 2005

Northcentral Technical College, 1000 W Campus Dr, Rm. E 101-102, Wausau, WI

WDB MEMBERS PRESENT: Steve Agnoli, John Botticelli (by phone), Marcia Christiansen for herself, Marcia Christiansen as proxy for Tom Kester, Kim DuBois, Lloyd Godell, Dana Jackson, Tari Jahns, Cindy Kiesling for herself, Cindy Kiesling as proxy for Joe Kinsella, Mark Kramer, Kyle Gruening as alternate for Adrian Lorbetske, Jim McNett for himself, Jim McNett as proxy for Nadine Grusnick, Carolyn Michalski, Mary Polivka, Charmaine Prewitt, Carolynne Quigley, Kim Pomeroy as alternate for J Jean Rogers, Ron Schnyder, Vickie Lock as alternate for Connie Willfahrt and Tom Younger

WDB MEMBERS ABSENT: Sam Cooper (excused), Kristi Halmstad (excused), Jeff Landin (excused), Jan McCarron (excused), Phil Mendham (unexcused) Bob Metropulos (excused), Kent Olson (excused), Lisa Peterson (excused), Ann Williams (excused) , Ron Schnyder (excused), Ann Williams (unexcused) and Peter Yang (unexcused)
LEOs PRESENT: Erhard Huettl, Ken Josephson, Michael Klimoski, Keith Langenhahn, Cindy Loken, Dwight Stevens as alternate for Richard Purcell, E. Richard Simon

LEOs ABSENT: Charles Rayala, Jr. (excused), Andrew Smith

WDB STAFF PRESENT: Sally Cutler, Judy Winkler, Michelle Balla, Jane Spencer, Deanna MacMillan, Peggy Bortz and Dave Eckmann

OTHERS PRESENT: Dorothy Miller, WI DWD DWS Job Service; Mary Lontkowski, Marathon County Dept of E&T and Greg Grinhaus, Wood Co DSS/PAW

CALL TO ORDER: Prewitt called the meeting to order about 9:35 A.M. and announced three alternates (Gruening for Lorbetske, Lock for Willfahrt and Pomeroy for Rogers) and three proxies McNett for Grusnick, Kiesling for Kinsella and Christiansen for Kester for the meeting.

APPROVAL OF 06/23/05 WDB / LEO MEETING MINUTES: *Christiansen moved to approve the June 23, 2005 WDB / LEO meeting minutes. Kiesling seconded. Motion carried.*

ANNOUNCEMENTS FROM THE CLEO: Huettl announced that Portage Co Board member Dwight Stevens was present as alternate for Richard Purcell.

ANNOUNCEMENTS FROM THE CHAIR: Prewitt announced the resignation of Jane Nemke who was the WIA Youth Coordinator, the addition of Dave Eckmann as the new WIA Business Service Coordinator and the job change of Jane Spencer to WIA Program Coordinator. Prewitt also announced the new change in the financial report format. She also talked about the monitoring report and all the cluster groups. She also announced the Oct 4th Economic Summit that was in Beecher, WI and the Oct 12th Second Annual Business Leadership Summit that was in Wausau, WI. She also thanked all the committees for their hard work.

ANNOUNCEMENTS FROM THE EXECUTIVE DIRECTOR: Cutler welcomed Dave Eckmann the new WIA Business Service Coordinator. Cutler introduced the three alternates that were present at the meeting who were Kim Pomeroy who is the new WDA #6 District Director for the Division of Vocational Rehabilitation, Vickie Lock who is the Grants Specialist for Mid-State Technical College and Kyle Gruening who is the Director of Contracted Training and Continuing Education for Nicolet Area Technical College.

Cutler announced that the mileage rate has increased from 40.5 cents a mile to 48.5 cents a mile effective until December 31, 2005.

SECRETARY / TREASURER'S REPORT: Christiansen gave the Secretary/ Treasurer's report for Kester. She explained the work in progress that is taking place from reporting on a cash basis to an accrual basis.

Christiansen discussed handouts entitled "NCWWDB Statement of Financial Position", "NCWWDB Statement of Activities", "NCWWDB Statement of Cash Flows" and "Statement of Accrual & Expenditures Accounting by Grants to State on CORE for PY 2005". Christiansen also explained the invoicing issues.

Polivka moved to approve the Secretary / Treasurer's Report. Agnoli seconded. Motion carried.

By-Law Review and Explanation: Prewitt described the proposed changes in the NCVVVVDB By-laws, that were on page 20 in the meeting packet. Cutler referred to the "NCVVVVDB Communications and Decision Flow Chart" document to help explain the NCWWDB By-laws change.

COMMITTEE REPORTS: Workforce Systems Committee Report - Polivka: Polivka gave the Workforce Systems Committee report, and talked about the Workforce Systems strategies that are on the document called "NCVVVVDB Strategies for 2005-2008". Polivka also talked about the GROW grant and the healthcare and forestry clusters.

One-Stop Operator Committee Report - Miller: Miller gave the One-Stop Operator Committee report. She noted that the One-Stop Operator Committee needs guidance from the Executive Committee regarding the shortage of funds and staff in the Job Centers. The naming of the Comprehensive Job Centers is on hold because the state is working on the same thing. Miller also stated that the draft of the MOU is on hold.

Miller talked about the possibility of only one Comprehensive Job Center in the WDA #6 area. The downsizing is hurting the entire WDA #6. She talked about having an 1-800 number for a call center.

Miller noted that the Business Service Team is targeting the wage target groups. The Business Service Team has formed an employer outreach group which consists of ten people from the Business Service Team. Miller also noted that the Job Centers are helping in response to Katrina.

Program Policy Committee Report - Kinsella: Kiesling gave the Program Policy Committee report for Kinsella. She explained the new "WDA #6 Release of Information Policy" handout and the new "WIA Authorization to Release Information" form.

Kiesling also discussed handouts from WI DWD entitled "WIA Policy Update 05-03 Common Measures Performance Policy Implementation in PY 05"" , "WIA Policy Update 05-04

Designation of ASSET as WIA and Trade Adjustment Act Reporting System" and "WIA Policy Update 05-05 Lower Living Standard Income Level for 2005".

Kiesling also explained the negotiated levels for PY 05 which is on page 45 of the packet. She also talked about the handout entitled "Program Year 2004 WIA Title 1 Fourth Quarter Performance Results". She also gave the Dislocated Workers report.

Youth Council Report - Peterson: Cutler gave the Youth Council report for Peterson. She talked about the Employability Skills Certificate Program. She referred to the handout entitled "Wisconsin Employability Skills Certificate Program Portfolio",

Cutler also noted that the Employability Skills Certificate Program is offered to adults too. She also talked about the article from the Rhinelander Daily Newspaper entitled "Open House Targets Young Jobseekers".

Communication Network Report- Agnoli: Prewitt gave the report for Agnoli. She asked if anyone gave a presentation on the board with their CD that has the powerPoint on it. She

talked about strategy 2c which in on page 58 of the meeting packet.

Prewitt talked about the workforce news clips and about the news watchers looking for press releases. Prewitt also talked about the CWI is working with the state on the Baldrige Express Self-Assessment Survey. She referred to the handout entitled "Baldrige Express Self- Assessment Survey" which in on pages 52 and 53 of the meeting packet.

Prewitt also discussed the NCWWDB newsletter that was handed out to everyone.

CONSENT AGENDA: *Schnyder moved to approve Item 1 on the consent agenda: 1) To approve the following WIA policy updates "05-03 Common Measures Performance Policy Implementation in PY 05, "05-04 Designation of ASSET as WIA and TAA Reporting System" & "05-05 Lower Living Standard Income Level for 2005 from the Program Policy Committee" Polivka seconded. Motion carried.*

Kinsella moved to approve Item 2 on the consent agenda: 2) To approve the board program policy "Release of Information " Michalski seconded. Motion carried.

Kiesling moved to approve Item 3 on the consent agenda: 3) To approve the addition of Michelle Balla as a voting member of the NCWWOB Youth Council" Younger seconded. Motion carried.

Agnoli moved to approve Item 4 on the consent agenda: 4) To approve the By-law changes as recommended by the Executive Committee" Schnyder seconded.

Motion carried.

EXECUTIVE DIRECTOR REPORT: Cutler gave a PowerPoint presentation about North Central Wisconsin Workforce Development Board's vision, mission, strategies, goals and metrics.

PRESENTATION - Wisconsin Council on Children and Families- Charity Eleson who is the Executive Director of the Wisconsin Council on Children and Families gave a presentation about these three poverty issues: 1) About the types of people who are in poverty. 2) The issues that are related to why they are in poverty. 3) How to discover ways that we may reverse the increase in poverty in our nine county area.

ADJOURNMENT: *Schnyder moved to adjourn. Kiesling adjourned about 12:00 P.M..*

NEXT MEETING: Thursday, in Wausau.

PARKS COMMITTEE
November 9, 2005, 9:00 a.m., Room A160

Meeting called to order by Chairperson Eggebrecht.

The meeting is in compliance with the open meeting law.

Present were committee members Rath, Renner and Kotlowski, excused was Ward. Also present was Director Nickel, Lee Emmer – MSA, and Jason Jackson – General Engineering.

Motion by Rath/Renner to approve the agenda as presented. MC by UVV.

Motion by Renner/Rath to approve the minutes from the last two meetings. MC by UVV.

Trails report to include the addition of a county sponsored trail: Everyone received a map and Adams County has several county sponsored snowmobile trails and these are trails that do not receive funding but must meet the same criteria as state funded trails. The county sponsored trails are the ones going across paper company property and they will do a lease only with the county and not the snowmobile clubs. There is a ½ mile of trail that needs to be turned into a county sponsored trail because the trail has been relocated due to private ownership further down the trail. Motion by Renner/Rath to sponsor the ½ mile of trail. MC by UVV.

Lake Sherwood Public Access improvements and deed transfer: Fred met with Corporation Counsel and he is making some changes with the lease agreement which was forwarded by the DNR which was approved by our last Corporation Counsel. He is redoing the whole lease agreement and he will forward it to the DNR and then have it come back to him. Looking to finalize the deed transfer in February.

Motion by Rath/Renner to apply for state funding through the Wisconsin Waterways Commission for the installation of two ramps at the Sherwood Boat Landing, and if the state funding does not come through the funds will be used from the Parks Dedication Fund. Fred will report back to the committee next month. MC by UVV.

Town of Rome distributing county season passes: Motion by Renner/Kotlowski to check with Pritzl's for the possibility of selling season park passes. MC by UVV.

Master Plan bids and/or proposals reviewed for Petenwell and Castle Rock Parks: Three proposals were received – NCRPC for \$5,000; Mid State for \$12,000 and General Engineering for \$23,000. Plans were shown to Corporation Counsel for review and the MSA did not have their hourly wage broke down –they did bring them in. There was a price disparity between all three of them and the Committee can chose which ever they felt was the best interest of the County. Motion by Kotlowski/Renner to award the Master Plan to MSA. MC by UVV.

lift and dock demo sale by Lake Sherwood Boat Landing. They are looking at the first part of May 2006 and they are asking the Shermalot Ski Team to sell food for a fund raiser for their club. Motion by Rath/Renner to deny the request of Shoremaster because the area is not physically able to handle large displays and at the same time allow public access use of that facility. MC by UVV.

Special user requests: Trinity Lutheran Church in Arkdale would like to reserve the shelter at Petenwell on August 19th for a pancake breakfast to benefit the older adult ministry. Motion by Renner/Rath to allow the Trinity Lutheran Church to sell pancakes to the public per Adams County Park Ordinance No. 6 – 1990, Section 1.6.1. MC by UVV. Shoremaster - they are the company that supplied us with the docks at Petenwell and Castle Rock and they would like to have a boat

State grants recently received and land acquisition updates. The state grant came through on Dec. 22, 2005 for Castle Rock land acquisition in the amount of \$25,000 and Petenwell for the amount of \$18,375. There was a stipulation that had to be entered into the deed, state required, so Fred contacted the attorney that was handling it and they entered it on the deed and recorded it the next day. Fred will do the necessary paper work needed by the state.

Bills audited and approve vouchers: Motion by Rath/Kotlowski to approve vouchers as presented and forward to Finance Committee. MC by UVV.

Next meeting date: February 14th at 9 a.m.

Adjournment: Motion by Renner/Rath to adjourn. MC by UVV.

Respectfully submitted,

Bev Ward, Secretary

Personnel Committee Minutes
December 8, 2005, 1:00 p.m.
Conference Room A260

Meeting called to order at 1:00 p.m. by Chairman Sebastiani. Members present: Fran Dehmlow, Joyce Kirslenlohr, Dave Grabarski, Bob Eggebrecht, Larry Babcock, Bev Ward and Al Sebastiani.

Others present: Eric Furtkamp, John Keuler - Administrator, Liz Rockwell, Kevin Kniess - Corporation Counsel/Personnel Director and Jane Gervais.

Motion by Eggebrecht/Dehmlow to approve the agenda. Motion carried unanimous.

Motion by Ward/Dehmlow to approve prior minutes. Motion carried unanimous.

Motion by Babcock/Eggebrecht to deviate from agenda and discuss to item six. Telephone discussion took place with Associated Financial regarding ERC to Sunlife, \$75,000 vs. \$50,000 level. This does not in any way alter our benefits or change the relationship, all they are doing is changing the re-insurer to administrate our plan. John told the Committee it was the Health Insurance Committee's recommendation. Eggebrecht thinks we should concur to the re-insurer. Motion by Ward/Eggebrecht to go with Sun Life for the re-insurance carrier. Motion carried by unanimous voice vote.

Next item on the agenda discussed was the AODA Supervisor. General discussion followed. Furtkamp explained the money has been budgeted out of the State grant. Dehmlow asked if we are going to put this into the union, doesn't it have to be negotiated? Furtkamp explained yes, they put it in the Mental Health Therapist category. John said they may have to bargain this. Motion by Ward/Babcock to forward resolution to County Board. Motion carried by unanimous voice vote.

Job Descriptions for Health & Human Services Department were discussed. Motion by Eggebrecht/Ward to approve the Public Health Nurse, Licensed Practical Nurse, Public Health Secretary/Bookkeeper, Public Health Technician and Economic Support Specialist job descriptions presented with the additions and changes. Motion carried unanimous.

Discussion was held concerning the WPS renewal rates. Ward asked what rates were being discussed. Ward asked why would we want to increase the rates for the premiums with the option two, but yet we are proposing to increase the premiums for 90% since there is money in the account. We have \$500,000 to pay current claims. The County is going to pick up 90% of this. Motion by Ward/Eggebrecht to not have an increase on the premiums. Kirslenlohr asked how much would it increase. Ward said the County would pay 85 or 90% of new rates. Motion carried unanimous.

Comp time was discussed. Keuler said when Bev did the comp time, she included all comp time that was on the books. Keuler presented a document to the Committee with the employees that had over 100 hours. Keuler had asked the Department Heads in those Departments how they would want to proceed to get reduce the comp time. The only one that said to pay it out was Eric Furtkamp, Health and human Services, because Sandy Wormet had so much accumulated. The rest started working on getting it down to under 100 hours. His thought to her is to pay out Sandy Wormet and give the rest a certain time to get it done. They can carry 100 hours. Ward said, but only for three months so if they earn 30 hours in the month of January, then it would have to be off the books by April. Sebastiani asked, how one of the building inspectors got so much comp time in the first place. Discussion took place with Zoning Administrator Phil McLaughlin regarding comp time hours of staff in the Planning and Zoning Department. Ward asked Eric if he talked to Sandy Wormet about this. Ward thought maybe Sandy would want to switch this to next year to defer some to deferred comp so she doesn't get penalized. Discussion was held regarding Park Managers comp time.

McLaughlin discussed 40 hour work week with the Committee.

Motion by Eggebrecht/Ward to have three months to use the comp time, otherwise, if it is over 100 hours, pay it out and pay out Sandy Wormet in two payments and follow procedure from this point forward. Motion carried unanimously by voice roll call vote.

Library employees. Dan Calef, Library Director, explained to the committee that the Library Board feels quite strongly that they need one full-time position. Discussion was held regarding how many employees are needed at the Library. Eggebrecht started to make a motion. Kniess pointed out that the motion was approved at the last meeting. Calef said to come over and look at Monday mornings hours. Ward said, it is more than just coming in and checking out books, the ladies have to check in books and put the books back on the rack. Grabarski went through the November 10, 2005 minutes and he didn't see where they acted on it. Sebastiani thought they suggested it. Ward said, as far as she understands the policy, Dan writes up the thing, goes to Kevin, John and the Board with it. Ward said, they discussed it the day of the grievance. Ward seconded the motion. Babcock said, if you are going to have four part-timers, what do you want to do, take two part-timers and combine them? Ward said, Dan came and asked for a full-time position and the committee gave him two part-timer positions instead of a full-time position. Motion carried.

Ward/Eggebrecht made a motion to go into closed session per § 19.85(1)(c), Wis. Stat., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried unanimously by voice roll call vote.

Motion by Kirslenlohr/Grabarski to convene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried by unanimous roll call voice vote.

The WPS renewal scheduled was discussed. Phillippi asked if the renewal schedule could wait to be signed until next week and asked if the administrative fees have ever been reviewed.

Motion by Ward/Dehmlow to adjourn until the next regular meeting scheduled for January 12, 2006, at 1:30 p.m. Motion carried.

Respectfully submitted,

John Keuler
Administrator

Personnel Committee Minutes
January 12, 2006 - 1:30 p.m.
Conference Room A260

Meeting called to order by Chairman Al Sebastiani. Members present were: Fran Dehmlow, Joyce Kirslenlohr, Bob Eggebrecht, Dave Grabarski, Larry Babcock, Bev Ward and Al Sebastiani. Also present were: Administrator John Keuler and Corporation Counsel/Personnel Director Kevin Kniess.

Motion by Grabarski/Eggebrecht to convene in closed session per § 19.85(1)(c), Wis. Stat., to consider two grievances filed by Sheriff's Department Employees Association Union Local 414. Motion carried unanimously by voice roll call vote.

Motion by Grabarski/Dehmlow to reconvene back into open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried by unanimous voice roll call vote.

Full-time/LTE Library Assistant I positions were discussed. Dan Calef gave summary that circulation is up. Staff time is devoted to computers. Requests full-time and part-time person. Other representatives from library spoke stating they need more people. Mr. Calef advised of constant turn over with part-time positions. Grabarski asked how many full-time and part-time employees do they presently have? Three of each. Grabarski asked, isn't it easier with part-time to schedule than having full-time? Possibly. Ward thinks full-time would avoid union problems and health insurance issues/working too many hours. Grabarski asked how many dollars do we have to draw from for the

position(s). Eggebrecht asked if Mr. Calef was a working Director. Ward answered yes. Eggebrecht asked if there was money in their budget and are you keeping the other part-time hours under control. Dan answered, “no” in December and “hopefully” in January. Keuler asked about library’s hours of operation. Ward/Grabarski made a motion to propose to the Board by resolution one full-time or two part-time positions. Eggebrecht requested a voice vote. Grabarski - yes, Babcock - yes, Ward - yes, Eggebrecht - no, Kirslenlohr - no, Dehmlow - no, and Sebastiani - no. Motion failed. Motion by Kirslenlohr/Eggebrecht for part-time. Withdrawn once Committee found out Library was previously given authority to hire one. Motion by Kirslenlohr/Eggebrecht to send a resolution to County Board for one part-time employee to be added to the Library. Dollars to come from the General Fund. Motion carried. Mr. Calef still wants LTE since we still have to hire a part-time employee. Motion by Eggebrecht/Ward to hire LTE for 90 days. Motion carried.

Spillman voucher pulled.

Intake/Access Specialist position was discussed. Eric Furtkamp, Director of Health & Human Services, spoke about reasons why they need the position. This position eliminates the “Deputy” position. Ward asked about the Union’s memo and position. Furtkamp doesn’t agree with the Union’s position. Sebastiani asked how it would be funded? Furtkamp said by the State and will review every year since there is an issue of grant stability. Eggebrecht asked why there was no fiscal note listed. Worried about funding next year if no funds. Furtkamp won’t tie this position to possible future cuts. Ward asked Union representative Rushell Morrow about its objections. Union rep. Sue Theisen and Rushell spoke. They believe the position is a “catch all” position and too much case management. Furtkamp said case management words aren’t in there, but is agreed it was implied. Morrow stated Intake is primary, case management is secondary. Furtkamp agreed. Morrow asked if there would be an on-call rotation? Furtkamp wants the two people involved in its creation as opposed to being on-call. Further talk ensued with Ward, Furtkamp and Union regarding physical concerns (under #4) in the job description. Ward/Eggebrecht made a motion to pass the resolution on to the Board. Motion carried unanimously.

Motion by Grabarski/Dehmlow to recess for five minutes. Motion carried unanimously.

Meeting called back into session by Chairman Sebastiani.

Planning and Zoning Secretary job descriptions. Phil McLaughlin, Zoning Administrator, stated the job descriptions needed updating.

Motion by Dehmlow/Grabarski to have four years experience preferred, but not required on both #9 job sections. Motion carried unanimously.

Motion by Eggebrecht/Grabarski that #14 is flipflop between the two job descriptions. Motion carried unanimously.

Need to look into job titles/classifications so things comply with Union contract. “Secretary I” is still going to be “Clerk/Typist.” Motion by Grabarski/Ward to adopt job description as amended. Motion carried.

Flex Spending - Ward questioned 12 months/14½ months issue. Contract was signed for 14½ months. She wants them to redo the contract for 12 months. Keuler will look into changing the contract from 14½ months to 12 months. Grabarski and Ward claims the Board wanted 12 months.

Cost of Living - January 1 COL was to increase. Ward claims it is not to increase on January 1 as there was a motion that dates be changed.

Keuler stated changes occur January 1.

Dennis McFarlin stated intent and purpose of Cost of Living Increase. The intent was to make it effective January 1 of each year. Calculations were done back in September. Cost of Living Increase in January and Step increase in April. Wanted step and Cost of Living increase to take effect in January (everything done at once). Lengthy discussion took place on whether Cost of Living increase is for January 1 or April 1. Corporation Counsel will research whether/how we can bring a resolution to Board to revise previous Cost of Living increase resolution. Cost of Living increase will

not be paid at this time.

McLaughlin returned to advise the committee he believes his secretaries are due a pay increase. Keuler advised that this is a bargainable issue.

Motion by Dehmlow/Babcock to convene in closed session per § 19.85(1)(g), Wis. Stat., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried by unanimous roll call vote except for Kirslenlohr, who left at 3:45 p.m.

Motion by Grabarski/Babcock to convene in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Motion carried unanimously by roll call voice vote.

Motion by Grabarski/Ward to adjourn. Motion carried.

Respectfully submitted,

Kevin R. Kniess
Corporation Counsel/Personnel Director

Personnel Committee
January 30, 2006
4:00 p.m. – Conference Room A260

Meeting called to order by Chairman Sebastiani with committee members Dehmlow, Kirslenlohr, Ward and Babcock present. Excused were Grabarski and Eggebrecht.

Others present were Corporation Counsel/Personnel Director Kniess and Attorney Jim Macy.

The meeting was properly noticed.

Motion by Dehmlow/Kirslenlohr to approve the agenda. Motion carried by unanimous voice vote.

There was no public participation or communications.

Motion by Babcock/Ward to convene in closed session per §19.85(1)(c), Wis. Stat., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and §19.85(1)(g), Wis. Stat., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Under these two closed sessions the committee will consider bargaining strategy with the Operating Engineers Union Local 139, and discuss the Cost of Living Increase Issues. Motion carried by roll call vote, all voting yes.

Met with representatives of Operating Engineers Union Local 139 regarding the 2006 – 2008 Union Contract.

Discussed the Cost of Living concerns.

Motion by Dehmlow/Babcock to reconvene in open session per §19.85(2), Wis. Stat. To consider and vote on appropriate matters. Motion carried by roll call vote, all voting yes.

No action taken.

Motion by Ward/Babcock to adjourn. Motion carried by unanimous voice vote.

Respectfully submitted,
Bev Ward, Acting Secretary

Personnel Committee
February 9, 2006
4:00 p.m. – Conference Room A260

Meeting called to order by Chairman Sebastiani with committee members Dehmlow, Kirslenlohr, Ward, Eggebrecht and Babcock present. Excused was Grabarski.

Others present were Corporation Counsel/Personnel Director Kniess and Attorney Jim Macy.

The meeting was properly noticed.

Motion by Babcock/Eggebrecht to approve the agenda. Motion carried by unanimous voice vote.

There was no public participation or communications.

Motion by Kirslenlohr/Dehmlow to convene in closed session per §19.85(1)(c), Wis. Stat., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and §19.85(1)(g), Wis. Stat., to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Under these two closed sessions the committee will consider bargaining strategy with the Operating Engineers Union Local 139. Motion carried by roll call vote, all voting yes.

Met with representatives of Operating Engineers Union Local 139 regarding the 2006 – 2008 Union Contract.

Motion by Ward/Babcock to reconvene in open session per §19.85(2), Wis. Stat. To consider and vote on appropriate matters. Motion carried by roll call vote, all voting yes.

No action taken.

Motion by Ward/Eggebrecht to adjourn. Motion carried by unanimous voice vote.

Respectfully submitted,

Bev Ward, Acting Secretary

These minutes have not been approved by the Committee.

MEETING: January 4, 2006 at 9:00 A.M.
ROOM A260 – COURTHOUSE
FRIENDSHIP, WISCONSIN

At 9:00 A.M., Al Sebastiani, Chairman, called the meeting to order.

Planning & Zoning Committee members present: Al Sebastiani, Chairman; David Grabarski, Vice-Chairman; Robert Dixon, Secretary; Dean Morgan; Sylvia Breene; Jim Legreid and Mike Keckeisen. Others present were: Phil McLaughlin, Zoning Administrator, Diane Kopitzke, Recording Secretary and Dan Goff.

Public Hearings were held for the following: Thomas L. & Jean M. Williams – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance and a one acre parcel from a Conservancy District to a Recreational/Residential District of the Adams County Shoreland Protection Ordinance to make the 9.68 acre parcel conforming for residential use on property known as Lot #1, C.S.M. #257, in the NE 1/4, SW 1/4, Section 23, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Mike Keckeisen made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Dean Morgan seconded the motion. Roll Call Vote: 4-Yes. 3 No (Breene, Legreid and Grabarski). Motion carried. Paul R. & Ruth E. Tanner – Rezoning Request from an A-1 Exclusive Agricultural District to an R-3 Mobile Home Residential District of the Adams County Zoning Ordinance to allow the 13.04 acre parcel to be split into four residential lots on property located at 927 County Road J, known as Lot #2, C.S.M. #2471 in Part of the NW 1/4, NE 1/4, Section 3, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. : Jim Legreid made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Robert Dixon seconded the motion. Roll Call Vote: 5-Yes. 2-No (Sebastiani and Grabarski). Motion carried. Otto Prazma/POA Elsie Kaye—Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District on 66 acres and four acres from an A-1 Exclusive Agricultural District to an R-2 Rural Residential District of the Adams County Zoning Ordinance on property on property located in the SW 1/4, NE 1/4 and NW 1/4, NE 1/4 and the SW 1/4, NW 1/4, Section 22, Township 17 North, Range 6 East, Town of Adams, Adams County, Wisconsin. Jim Legreid made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Robert Dixon seconded the motion. Roll Call Vote: 5-Yes. 2-No (Sebastiani and Grabarski). Motion carried. Barbre J. & Lawrence Socki – Rezoning Request from an A-1 Exclusive Agricultural District to an R-2 Rural Residential District of the Adams County Zoning Ordinance to make the 4.85 acre parcel conforming to construct an addition on property located at 161 State Highway, known as Lot #1, C.S.M. # 188, in Part of the SE 1/4, SW 1/4 of Section 13 and Part of the NE 1/4, NW 1/4 of Section 24, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin.

(Please Note: This property is also located in a Recreational/Residential

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District of the Adams County Shoreland Protection Ordinance). No action was taken in regard to this matter because there was no one present to explain the request. Thomas E. & Malyn McCann – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District and from an R-1 Single Family Residential District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to reconfigure the 2 lots with a Modification Request under Section 4.62 of the Adams County Land Division Ordinance to provide access by extending an existing easement on property located at 347 and 353 Fish Court, known as Lots #1 & 2, C.S.M. #3663, in the SE 1/4, NW 1/4, Section 15, Township 15 North, Range 7 East, Town of Jackson, Adams County, Wisconsin. **(Please note: These lots are also under a Recreational/Residential District of the Adams County Shoreland Protection Ordinance).** Robert Dixon made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action and to grant the Modification request. Sylvia Breene seconded the motion. Roll Call Vote: 7-Yes. Motion carried. Walter & Sophie Lowisz – Rezoning Request from an A-1 Exclusive Agricultural District to an A-3 Secondary Agricultural District of the Adams County Zoning Ordinance to make the 8.68 acre parcel conforming for residential use on property known as Lot #1, C.S.M. #1152, located in the NW 1/4, NE 1/4 and the SW 1/4, NE 1/4, Section 30,

Township 14 North, Range 7 East, Town of Dell Prairie, Adams County, Wisconsin. David Grabarski made a motion to recommend enactment of the zoning change, on the above-described property, to the County Board for final action. Mike Keckeisen seconded the motion. Roll Call Vote: 7-Yes. Motion carried.

David Grabarski made a motion to take a short recess. Mike Keckeisen seconded the motion. All in favor. Motion carried.

10:20 A.M.: Adams County Sheriff's Department Personnel, Roberta Sindelar and Todd Laudert, joined meeting.

10:22 A.M.: Gregory Rhinehart, County Surveyor, and James Halbach joined meeting.

RECESSED: 10:25 A.M.

RECONVENED: 10:25 A.M.

10:26 A.M.: Kevin Kneiss, Adams County Corporation Counsel, joined meeting.

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Proposed Sexually Orientated Business Ordinance for Adams County. The proposed ordinance was referred back to the Planning and Zoning Committee from the Adams County Board of Supervisors. The following people from the audience were present with comments: Nancy Kilps, Kay Vandermyn, Robert Krause, Chairman, New Haven Township, Roberta Sindelar and Todd Laudert, Adams County Sheriff's Department Personnel, James Halbach, Lester Wichman, Nancy Bowman, Victoria Holford, and Richard & Brook Church. A discussion on employee background checks was held. It was noted that within ten (10) business days of employment of an employee, each manager shall send copies of the national criminal background check and registration card to the Adams County Sheriff's Department and the Adams County Planning and Zoning Department. Phil McLaughlin stated that if the proposed ordinance is enacted on January 17, 2006, any new employee in the above-stated establishments, would have to have a background check. Penalties for failure to comply with the proposed ordinance were discussed. Mike Keckeisen made a motion to amend the proposed ordinance to include as **Section 1.800 Penalties** which reads: Any person, firm or corporation who fails to comply with the provisions of this Ordinance shall, upon conviction thereof, forfeit not less than ten dollars (\$10.00) nor more than two hundred dollars (\$200.00) and costs of prosecution for each violations and, in default of payment of such forfeiture and costs, shall be imprisoned in the County Jail until payment thereof, but not exceeding thirty (30) days. Each day a violation exists or continues shall constitute a separate offense. David Grabarski seconded the motion. All in favor. Motion carried. David Grabarski made a motion to recommend enactment of the amended Sexually Orientated Business Ordinance to the County Board for final action. Robert Dixon seconded the motion. All in favor. Motion carried. David Grabarski made a motion to amend the Adams County Zoning Ordinance to include sexually orientated businesses as part of Permitted Uses in the I-1 Industrial District and amend Section 5-15.01 (Purpose and Intent), as presented. Mike Keckeisen seconded the motion. All in favor. Motion carried.

Gregory Rhinehart, County Surveyor, presented the Surveyor's Report for the month of December 2005 for the Committee's review. Gregory Rhinehart submitted three vouchers for the Committee's signature before submitting to Finance Committee. David Grabarski made a motion to accept the Surveyor's report as presented and submit the signed voucher to the Finance Committee. Robert Dixon seconded the motion. All in favor. Motion carried.

11:55 A.M.: Gregory Rhinehart, County Surveyor left meeting.

Robert Dixon made a motion to deviate from the agenda and hear item #6. Sylvia Breene seconded the motion. All in favor. Motion carried.

Preliminary Plat: Lake Mason Beach Retreat Condominium in the Town of New Haven: Dan Goff presented the above-stated preliminary plat to the Committee for their review. Phil McLaughlin addressed some concerns that he had in regard to the plat such as: Does the proposed road meet the 66 foot standard, are there to be community wells, does the developer have Department of Transportation approval, there are sheds within the 75 foot setback of Lake Mason and will they be removed, and what about the removal of the privies. In conclusion Phil McLaughlin stated that the Limited Common Elements must be identified and all units must have numbers. Diane Kopitzke stated that she had faxed the information addressed to Grothman and Associates on December 19, 2005. Dean Morgan made a motion to accept the above-stated preliminary Condominium Plat provided that the concerns of the Zoning Administrator were addressed.

Phil McLaughlin presented the minutes from the December 2005 meeting of the Adams County Planning & Zoning Committee for review. David Grabarski made a motion to accept the minutes as presented. Robert Dixon seconded the motion. All in favor. Motion carried

Phil McLaughlin presented the Financial Report for the month of December 2005 to the Committee for review, with input from Diane Kopitzke. Diane Kopitzke stated that she will have to meet with Finance to adjust line items that are in the red. Mike Keckeisen made a motion to accept the Financial Report as presented. Jim Legried seconded the motion. All in favor. Motion carried.

Vouchers were presented and signed. Mike Keckeisen made a motion to submit the signed vouchers to the Finance Committee for their review. Jim Legried seconded the motion. All in favor. Motion carried.

Correspondence: Phil McLaughlin read a fax received on January 3, 2006 from Todd Halvorson, MSA on sale of NovaLIS and the possibility of new ownership.

David Grabarski made a motion to adjourn until Wednesday, February 8, 2006 at 9:00 A.M. for the next monthly meeting of the Adams County Planning and Zoning Committee. Sylvia Breene seconded the motion. All in favor. Motion carried.

ADJOURNED: 12:38 P.M.

Alfred Sebastiani, Chairman

David Grabarski, Vice-Chairman

James Legried

Jerry Kotlowski

Sylvia Breene

Mike Keckeisen

Robert Dixon, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Property Committee
Property Room
January 11, 2006

The meeting was properly announced.

Chairman Dean Morgan called the meeting to order at 9:30 a.m. Committee members present were Fran Dehmlow, Cynthia Loken, Charlie Rath, and Mike Keckeisen.

Mary Ann Bays, Tracy Hamman and Bill Runnels were also present.

Motion by Rath / Dehmlow to approve the agenda of January 11, 2006. Motion carried.

Motion by Dehmlow / Rath to approve the minutes of December 15, 2005. Motion carried.

Report from County Treasurer A letter was received from Al Hoelzer with concerns about the land he purchased recently as tax deeded property. It was a former dump site in the Town of Strong's Prairie. The committee and current Treasurer were not aware of this at the time of the sale.

Motion by Rath / Dehmlow to have our Corp. Counsel work with Mr. Hoelzer regarding the sale of parcel #104 and determine any possible refund. Motion carried.

Furnace replacement—Courthouse Plans are in progress to obtain a cost estimate. Tracy will try to have this ready for the February Board Meeting.

County Board Room Sound System The project is on-going and work should begin soon.

Status of damage to old storage building at Fairgrounds One proposal has been received, waiting for two more.

Extension Office copier/printer Extension has received a new copier/printer and the old one will be hauled away by Maintenance and stored for the next auction of surplus items.

Possible site visit – Jail Will not be doing this today. This item will be put on the next agenda

Janitorial, Maintenance items Tracy reported on the furnace and sound system as separate agenda items. There was nothing else to discuss.

Future agenda items Angel Tree program, Site visit to Jail, Furnace replacement, Board Room sound system.

Vouchers Motion by Loken / Rath to approve vouchers and forward to Finance for payment. Motion carried.

Set next meeting date The Property Committee will meet February 1st at 1:00 p.m. in the Property Room.

Adjourn Motion by Rath / Loken to adjourn. Motion carried.

Cynthia Loken
Cynthia Loken

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Property Committee
Property Room
February 1, 2006

The meeting was properly announced.

Chairman Dean Morgan called the meeting to order at 1:00 p.m. Committee members present were Fran Dehmlow, Cynthia Loken, Charlie Rath. Mike Keckeisen was absent.

Mary Ann Bays, Kevin Kniess, Tracy Hamman and Bill Runnels were also present.

Motion by Rath / Dehmlow to approve the agenda of February 1, 2006. Motion carried.

Motion by Rath / Dehmlow to approve the minutes of Oct. 12, Oct. 26, 2005 and Jan. 11, 2006. Motion carried.

Old Farmers Antique Club lease Kevin Kniess presented the proposed lease agreement and explained the changes and/or additions from the first draft. Our discussion brought up the need to research the deed for this parcel. Once Corp. Counsel has had time to review this new material we will meet with the Club again.

Motion by Dehmlow / Rath to postpone further discussion concerning the lease until March. Motion carried.

Report from County Treasurer Treasurer Mary Ann Bays presented a sealed bid for Tax Deed Property. This bid was opened and reviewed.

Motion by Rath / Loken to accept the bid for Lot 30, subject to final review by the County Treasurer and clearance of check. Motion carried.

Furnace replacement—Courthouse Tracy reported that the engineer had questions about the project. He asked if replacement of the water heater was to be included and the committee said to go ahead and get a price with that as a separate item. Tracy will report on this at our next meeting.

County Board Room Sound System The project is being worked on currently. Six outlets will also be energized.

Status of damage to old storage building at Fairgrounds Waiting for proposals. Also checking with insurance as to whether they will pay for repairs or replacement.

Motion by Rath / Loken to postpone decision until we get repair proposals and results from insurance. Motion carried.

Extension Office copier/printer This unit was funded by State monies. Extension would like to see it given to Headstart.

Motion by Rath / Dehmlow to allow Headstart to obtain the old copier/printer. Motion carried.

Angel Tree program 2006 No action taken

Possible site visit – Jail Will not be doing this today. This item will be put on the next agenda

Five Star Leo Club Members of the Lions Club were present to explain a project that their youth organization (Five Star Leo Club) would like to do, with approval of the Property Committee. Their idea is to erect a gazebo near the Community Center with funds already earmarked for such a project.

Motion by Dehmlow / Rath to have the LEO's proceed with planning a gazebo to be built on the west side of the Community Center. Motion carried.

Janitorial, Maintenance items A request has been made to enable the control of the sound system in the large meeting room of the Community Center be controlled separately for each side of the room.

Motion by Rath / Dehmlow to allow the updating of the sound system for the large meeting room at the Community Center to have each side controlled separately. Motion carried.

Property Committee Meeting
Feb. 1, 2006
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Future agenda items Old Farmers lease, Angel Tree program, Site visit to Jail, Furnace replacement, Board Room sound system.

Vouchers Motion by Rath / Loken to approve vouchers and forward to Finance for payment. Motion carried.

Set next meeting date The Property Committee will meet February 15 at 9:30 a.m. in the Property Room.

Adjourn Motion by Dehmlow / Rath to adjourn. Motion carried.

Cynthia Loken
Cynthia Loken

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Name of Meeting: BRAT Public Health Commission Meeting
Lorenz

Facilitator: Susan

Date of Meeting: January 25th, 2006
Nall

Recorder: Jessica

Guest: NONE

Present: Cynthia Bodendein, Anna Weber, Susan Lorenz, Linda McFarlin, Barb Theis, Melissa Delmore, and Jessica Nall

Absent: Beverly Muhlenbeck, Sue McCartney

Meeting called to order by Lorenz verification of Open Meeting Law noted.

Approval of the Agenda. Motion to approve by McFarlin seconded by Theis. Motion carried

Approval of December 21st, 2005 meeting minutes. Motion by McFarlin seconded by Bodendein. Motion Carried.

Topic	• Major Points Discussed	Resolutions and Actions Required	• Assigned to	• Due Date
EPI Report	<ul style="list-style-type: none">WEDDS: Pilot agencies need to be underway by May '06. Statewide to be on board by January 2007.EPI Meetings will take place every other month with alternating teleconference and			

	<p>face-to-face meetings as well.</p> <ul style="list-style-type: none"> • Questions arose regarding Mass Clinic staffing and whether it needs to be a 24 hours a day operation. • Weber reports that the EPI Group will be using meetings as more of a study group for the tool they are developing. 			
Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
Elections (per by-laws)	<p><u>Co-Chair Election:</u></p> <ul style="list-style-type: none"> • Theis nominated McFarlin but McFarlin declined. Theis offers to take the position. Motion to approve by Lorenz, seconded by Bodendein. 			
Budget 2006	<p>Mistakes were corrected in 2005 Budget</p> <p>Request for all BRAT Meeting expenses to come under trainings category in 2006 Budget</p> <p><u>Teleconference Scheduled:</u> February 2nd, 2006 at 1:00PM regarding Budget Approval and Contract for Adams County</p>	Delmore to forward request to Konkel	Konkel	

Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
Old Business	<p>BRAT Newsletter:</p> <ul style="list-style-type: none"> • Some changes to be made: Enter who submitted information and contact information for Delmore as well at the dates for all BRAT Meetings. • Decision was made to make the newsletter bi-annual. <p>MOUs:</p> <ul style="list-style-type: none"> • McFarlin looking for examples of general MOUs 	<p>♦ Editing of the Newsletter</p> <p>Locate example MOUs and forward to each</p>	<p>Delmore and Nall</p> <p>Delmore</p>	

	<ul style="list-style-type: none"> Decision was made to make developing MOUs a group effort Delmore to locate example MOUs from other Program Coordinators Request for MOUs to be an agenda item for next meeting 	Health Officer Add to agenda for February 22nd meeting	Nall	
Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
Fiscal Agent Report	♦ Lorenz reported the next meeting is a teleconference on February 9 th , 2006.			
Coordinator's Report	<p>January 19th Meeting:</p> <ul style="list-style-type: none"> Delmore reports that the state received 1.7 million for Pandemic related planning to be disbursed to individual local health departments. The 1st Phase funding must be spent by August 31st, 2006 SNS is now on WIR, although there is no training available at this time. SNS Workshop will be coming to Wisconsin this year. Checklist for Consortium Objectives 2006 was distributed. Questions arose regarding how many items need to be checked off. Request for Consortium Objective Checklist to be added to the agenda for the next meeting. It has been clarified that it is not required but only recommended for hospitals to have an exercise in 2006 Emails Joe Cordova surrounding smallpox vaccine were 	Add to agenda for February 22nd meeting	♦ Nall	

	<p>21st, 2006. Their Tabletop is tentatively scheduled for April and Functional for June.</p> <p>Weber reports that Marquette County will be having a Tabletop Exercise on February 3rd, 2006 using the Avian Influenza for the example.</p>			
Training Update	<p>Peppy Winchel will be updating Delmore in the Spring as to how the program worked out for other areas of the United States.</p> <p>The Northwest Regional Emergency Manager Rhonda Reynolds will do the EOC Training. The training will be one full day. Decision was made to schedule the training for September 21st or 22nd. Delmore will contact Reynolds to schedule the training.</p>	Schedule EOC Training	Delmore	

Topic	Major Points Discussed	Resolutions and Actions Required	Assigned to	Due Date
New Business	<p>Delmore is meeting with Dr. Haney via telephone on Friday January 27th regarding PIO and Risk Communications Trainings.</p> <p>April 19th-Agri-terrorism/Animal Influenza and the Local Public Health Role 8:30AM-1PM Kalahari Resort and Convention Center Wisconsin Dells, WI Request to invite UW Extensions, Veterinarians, the Farm Service Organization, and all Chairmen, Mayors, and Presidents in the Consortium. July 19th- Risk Communications October 18th - Basic/Advanced PIO Training</p>	Extend invitation to them	♦ Delmore/Nall	

Next meeting	February 22nd, 2006 at 8:30 A.M.			
Future meetings	BRAT Meeting: April 19th at 8:30AM-1PM Kalahari Resort and Convention Center			

Motion by Theis to adjourn seconded by Bodendein. Motion carried.

DATE: January 11, 2006

TIME: 1:00pm

PLACE: County Board Room

Review Committee Minutes

1. Was the meeting properly announced? Yes
2. Roll Call –Members present, Joyce Kirslenlohr, Jerry Kotlowski, Karl Klingforth, Cynthia Loken, Charles Rath, also present – Fran Dehmlow, Law Enforcement Chair, Florence Johnson, Supervisor, Robert Eggebrecht, Supervisor, David Renner, Supervisor, Roberta Sindelar, Sheriff, Cheryl Thompson, Herb Geis, Jail Captain, John Keuler, Administrator, Todd Halverson, MSA, Jane Grabarski, Emergency Management Coordinator, and Adam Spillman, Perry Koger, Spillman Technologies.
3. Approve the Agenda. Motion to approve the agenda presented by Charles Rath, second by Jerry Kotlowski. Motion carried.
 - a. Motion to deviate from agenda to Item 6, a, ii Spillman Demo presented by Charles Rath, second by Cynthia Loken. Motion carried.
4. Approve Minutes of December 13 and December 20, 2005 meetings. Motion to approve December 13 and 20, 2005 minutes presented by Karl Klingforth, second by Cynthia Loken, . Motion carried
5. Public Participation - None
6. Communications –Meet with Department Heads - Items for discussion
 - a. Sheriff's Department
 - i. Project Manager – no action taken
 - ii. Spillman Demo – Demo and discussion, Spillman Technologies will provide Adams County with a 3 year cost for software, hardware and training for their product.
 - b. Project Updates – IS Manager
 - i. Sheriffs - Discussed with Spillman issues.
 - ii. Parks – Work progressing on data input, information request sent to software for assistance with second park information
 - iii. Library – No contact
 - iv. Solid Waste – Server is here to be configured.
 - c. Purchases
 - i. Highway – Pavement Software – In budget will be handled at next meeting.
 - ii. Additional PC's for HHS – Motion to approve 3 additional PC's for HHS presented by Cynthia Loken, second by Charles Rath. Motion carried.
 - iii. Replacements for HHS – in budget, already planned for. – No action needed will be done through normal replacement schedule
7. Review cell phone bills – Motion to approve cell phone bills presented by Jerry Kotlowski, second by Karl Klingforth. Motion carried.
8. Review cell phone requests - replacement phone requested, will be handled through state contract.
9. Financial Voucher approval. Motion to approve Financial Report and Vouchers and send to finance presented by Jerry Kotlowski, second by Charles Rath. Motion carried.
10. Identify items for next months agenda – Telephone Audit, 5th Column, Spillman Update, Library, Solid Waste, Highway, MIS Dept Audit
11. Set next meeting date – February 8, 2006

12. Adjournment - Motion to adjourn to February 8, 2006, 1:00pm Room A160 presented by Cynthia Loken, second by Charles Rath. Motion carried.

Respectfully Submitted,

Dawn McGhee

For Cynthia Loken, Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Adams County Rural & Industrial Development Agency

The Adams County Rural & Industrial Development Agency met on Wednesday February 1, 2006 at 9:00 a.m. at the Adams County Courthouse, Room A160 in Friendship, WI.

Members present were: Charles Rath, Al Sebastiani, Larry Babcock, Mary Ann Bays, Harvey Wagner, Lynda Bula and Kevin Kneiss.

Others present were: John Keuler and John Hay.

The meeting was called to order at 9:03 a.m. by Sebastiani.

Hay gave a review of the progress of the Rome Spec Bldg and the road construction in the So Ind Park.

So Ind Park Road Improvements:

Motion by Wagner/Rath to authorize a payment of one-third of the estimated \$16,909 cost to improve 5th Lane north of its intersection with #82 for 2,085 feet. This funding would come from the Special Projects Fund. Motion carried.

Hay will obtain the quote from Milestone to complete this project for review by the Highway Dept.

So Ind Park Sign:

Motion by Rath/Babcock to install a sign at the entrance of the park on #82 for a cost not to exceed \$7,000. This funding would come from the Special Projects Fund. Motion carried.

The meeting was adjourned at 9:40 a.m.

Respectfully Submitted,

John Hay

Recording Secretary

ADAMS COUNTY SOLID WASTE COMMITTEE

Wednesday, January 11, 2006, 7:00 PM

MEMBERS PRESENT: Dave Grabarski, Chair
Florence Johnson, Vice-Chair
Robert Dixon
Karl Klingforth
David Renner

OTHERS PRESENT: Myrna Diemert, Director
Hank Strohmeyer, Foreman
Steve Bischoff, Ayres Associates
Everett Johnson
Margaret Klingforth

The meeting of the Adams County Solid Waste Department was called to order by the Chair, Dave Grabarski, at 7:00 P.M.. The meeting was properly announced. Roll call: All Committee members present. ***Motion by Dixon, second by Renner, to approve the agenda as printed. All in favor. Motion carried.***

MINUTES: ***Motion by Klingforth, second by Johnson, to approve the minutes of the December 15, 2005 Open Session as presented. All in favor. Motion carried.***

PUBLIC PARTICIPATION: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE: There were no communications or correspondence to present to the Committee.

FINANCIAL REPORT/BUDGET REVIEW/FRIDAY CHECK APPROVALS: Ms. Diemert next presented and reviewed the December 2005 Financial Report and explained that there was still one month of revenues to come in for December services. She explained that she transferred the Construction costs to the proper account and that the Solid Waste and Recycling Budgets should both end up in the black at year end. The Construction Account will be in the red however and when the next borrowing cycle comes up this would pay off the debt in the construction bond account. She next stated that she had no Friday checks to present for approval. ***Motion by Dixon, second by Renner, to approve the December 2005 Financial Report as presented. All in favor. Motion carried.***

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report for December 2005/January 2006 (see attached copy) and discussion was held. ***Motion by Klingforth, second by Johnson, to approve the Site Report as presented. All in favor. Motion carried.***

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented the registration information for the AROW/SWANA/WCSWMA Winter Conference in Stevens Point for approval. ***Motion by Johnson, second by Renner, to approve the Committee and Director to attend the Winter Conference. All in favor. Motion carried.*** Ms. Diemert asked members to fill out the registration form for workshops and tours and let her know who needs room reservations made. She stated that she had no other trainings or conferences to approve at this time. Committee members then signed the Department Head Training Approval Form.

APPROVAL OF REI GRANT PARTNER AGREEMENT: Ms. Diemert stated that she had no new REI Agreements to present.

DISCUSS & APPROVE FARMLAND LEASE: Ms Diemert reported that she made the recommended changes from Corporation Counsel and then forwarded the revised agreement to Bula-Gieringer Farms. She has received the signed agreement back and needs Committee approval and signatures to renew the agreement for another six (6) years. This agreement brings in \$19,000 in revenues annually to the Department. ***Motion by Renner, second by Dixon, to approve and sign the Farmland Lease. All in favor. Motion carried.*** The agreement was signed by the Director and the Committee Chair. A copy will be forwarded to Corporation Counsel and to Bula-Gieringer.

CREATION OF FTE SECRETARY POSITION, APPROVAL OF JOB DESCRIPTION & RESOLUTION: Ms. Diemert presented a Personnel Recruitment Form, Justification for Hiring, Resolution to Hire, and a revised job description to the Committee. She stated that Corporation Counsel and County Administrator are reviewing the request and job description. Ms. Diemert stated that we have been using part-time employees in the past to help with the workload and that with the new scale routing software and large amount of increased customers we need to create this new full-time position. She also stated that this position will pay for itself with no additional tax levy by seeking new customers, using part time wages and by cutting down on overtime and comp time. Once approval is given by the Department Head, Personnel Director, Administrative Coordinator, Solid Waste Committee, and Personnel Committee it can be presented to the County Board. We are hoping to have all approvals in time to present this at the February County Board meeting since we need to fill the position in time to train the person for our busy season that starts in mid-March. Discussion was held. ***Motion by Klingforth, second by Dixon, to approve the hiring of one FTE Secretary/Scale Clerk, sign the approval and resolution and forward to the Personnel Committee. All in favor. Motion carried.***

VOUCHERS: The vouchers were presented to the Committee and signed. ***Motion by Johnson, second by Renner, to approve the vouchers and forward to the Finance Committee. All in favor. Motion carried.***

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: Ms Diemert stated she had no new agenda items identified at this time.

NEXT MEETING AND ADJOURN: ***Motion by Dixon, second by Johnson, to adjourn until the regular meeting scheduled for Wednesday, February 8, 2006 at 7:00 P.M.. All in favor. Motion carried.*** Meeting adjourned at 8:20 P.M..

Dave Grabarski, Chair

Florence Johnson, Vice-Chair

Bob Dixon

Karl Klingforth

David Renner

SITE REPORT

- January 11, 2006
- SOLID WASTE DEPARTMENT

TIPPAGE REPORT: 1,580,140 lbs of garbage were brought in which is the second highest amount ever brought into the landfill for December.

There were 8 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$480 annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,334 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Attended the Health Insurance Study Committee on January 9th to continue discussions on how to reduce the cost of Health Insurance while keeping benefits the same.

Attended County Board on December 20, 2005.

Attended the Landfill Advisory Committee on Monday, December 19, 2005 at 7:00 PM at the Strongs Prairie Town Hall.

Met with Corp. Counsel, County Administrator and County Clerk on January 5, 2006 regarding Union negotiations for Operating Engineers.

Attended Personnel Committee meeting on January 10th to begin negotiations with Operating Engineers Local 139. Another meeting was scheduled for January 19th at 4:00 PM.

Will attend the AROW/SWANA/WCSWMA Winter Conference in Stevens Point on March 1, 2 & 3, 2006. Approval for Committee members and Director will be needed.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance and repairs were performed during the month.

INSPECTIONS: Fire Department inspection was conducted on December 30th and no violations were noted. No other inspections were performed this month.

LOSS CONTROL/SAFETY/STAFF ISSUES: Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

Received another complaint from a business about citizens dumping materials in their dumpsters and wrote a letter to the person.

No other significant loss control/safety issues were seen this month.

***See Site Improvements section for more Loss Control/Safety Issues**

INDUSTRIAL PARK: Regular weekly maintenance continues on the Wellhouse pumping system and no problems or defects were identified during these weekly inspections.

ADMINISTRATIVE PROJECTS: During the month of Dec/January the Director performed the following duties: Arranged shipments of tires, baled recyclables, tin, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed.

Met with Springville Township representatives regarding curbside vs. drop-off site. Sent a summary of the meeting along with records, maps & other information to the Town for review at their next meeting.

Submitted a memo to staff regarding increased charges for container leases. No problems have been encountered with customers over the increases.

Continued to coordinate new curbside and residential route customer orders. We had 14 new customers since the last report that adds \$2,844 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program.

Working with Operating Engineers Union regarding the High School Apprenticeship Program for mechanic/heavy equipment operator students. The Union will meet to decide if they want to participate. The first student would like to begin at the end of January when the new semester begins.

Working with the DNR on a pilot program for on-line reporting of our 2005 Recycling Grant Final Reporting.

Met with marketing vendors, placed ads regarding various advertisements around the county.

Met with MIS and computer consultant on routing program and attended the on-line demonstration on December 20th. Records, maps & reports need to be forwarded to them so we can customize our routing operation.

Coordinated Alliant Energy, ACEC, and Weis Electric with the new three-phase conversion. This will save the Department approximately \$400 a month in increased costs that were to begin in January 2006. The final switchover is scheduled for January 18th or 25th. The recycling building will be shut down for the day. The electrician is also looking into ways to remove some of the 5 different meters at our facility. This will also save on monthly meter charges.

Submitted monthly recycling report to the City of Adams as requested.

Review of the Tuesday evening hours show that not enough paying customers are using the facility between 3:00 and 6:30 PM to pay for the labor for the two employees required to be no-site. Tuesday evening hours began in May of 2002 to allow ONYX trucks from Dell Prairie to get to our landfill before closing. Now that Dell Prairie is no longer bringing their waste to our facility there is no justification to remain open late on Tuesdays. Effective February 7th we will no longer remain open late. Customers will be given 3 weeks notification and we will assist them with other options.

Submitted new farmland lease to Bula-Gieringer Farms for approval following consultation and recommended changes by Corporation Counsel. The signed agreement has been received from them and will be approved by the Committee. This lease brings in \$19,000 in additional revenues to the Department. A copy of the final signed agreement will be forwarded to Corporation Counsel as requested.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: A new roadway was constructed using the boats & mobile homes that had been stockpiled for this purpose and loads have been deposited into the new area. Some of the burned material was also moved into the new area to check for smoldering fires. None were found.

ADAMS COUNTY SOLID WASTE COMMITTEE

Wednesday, February 8, 2006, 7:00 PM

MEMBERS PRESENT: Dave Grabarski, Chair
Florence Johnson, Vice-Chair
Robert Dixon
Karl Klingforth
David Renner

OTHERS PRESENT: Myrna Diemert, Director
Hank Strohmeyer, Foreman

The meeting of the Adams County Solid Waste Department was called to order by the Chair, Dave Grabarski, at 7:00 P.M.. The meeting was properly announced. Roll call: All Committee members present. ***Motion by Dixon, second by Johnson, to approve the agenda as printed. All in favor. Motion carried.***

MINUTES: ***Motion by Renner, second by Klingforth, to approve the minutes of the January 11, 2006 Open Session as presented. All in favor. Motion carried.***

PUBLIC PARTICIPATION: There was no public participation.

COMMUNICATIONS/CORRESPONDENCE: There were no communications or correspondence to present to the Committee.

FINANCIAL REPORT/BUDGET REVIEW/FRIDAY CHECK APPROVALS: Ms. Diemert next presented and reviewed the 2005 Year End Financial Report, the January 2006 Financial Report and one Friday check to present for review & approval. ***Motion by Johnson, second by Klingforth, to approve the 2005 Year End Financial Report, January 2006 Financial Report, and the one Friday check presented. All in favor. Motion carried.***

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report for January/February 2006 (see attached copy) and discussion was held. ***Motion by Johnson, second by Klingforth, to approve the Site Report as presented. All in favor. Motion carried.***

DISCUSSION OF OFFICE STAFFING & CREATION OF POSITION: Ms. Diemert presented information of the office staffing and loss control needs of the Department. She stated that after further discussion with the Foreman, Administrator and Corporation Counsel/Personnel Director, the secretary/scale clerk position will not meet our needs adequately. She stated that our Department needs a Loss Control person and this position needs access to confidential Personnel records located in a locked cabinet and should have some authority over the employees to function adequately. The Department needs a position that will function as Office Manager/Loss Control person and be a non-union position. Lengthy discussion was held. Ms. Diemert then presented a proposed job description, organization chart, justification for the position, Personnel Recruitment Form and a Resolution for County Board.

Motion by Johnson, second by Klingforth, to rescind the previous motion to create the position of Secretary/Scale Clerk and create the position of full time Office Manager/Loss Control Officer pending approval of the changes by the Administrator and Corporation Counsel/Personnel Director, and also to sign the Personnel Recruitment Form, the proposed Job Description and the Resolution to present to Personnel Committee and County Board. All in favor. Motion carried.

HWY DEPARTMENT REQUEST TO STORE SALT/SAND: Discussion was held regarding the Hwy Commissioner's request to store salt/sand on the asphalt pad over the summer. Due to the lack of snow and ice this winter there will be a stockpile to be held over for use next year. Discussion was held on the contamination of the groundwater due to the salt. It was the Committee's consensus that since levels of salt chemicals have already shown up in our groundwater wells from normal winter maintenance on our roads as well as the salt shed location, that precautions should be taken to reduce further contamination by the stockpiling of salt/sand. ***Motion by Dixon, second by Renner, to allow the Highway Department to store the stockpiled salt/sand on the asphalt pad with the conditions that it be completely covered and tarped, and that all efforts be made to reduce runoff and pooling of water around the stockpile. All in favor. Motion carried.***

APPROVAL OF ANY TRAININGS OR CONFERENCES: Ms. Diemert presented the registration and a training approval form for required Landfill Operator CEU training for 5 employees in Stevens Point for approval. ***Motion by Klingforth, second by Johnson, to approve the 5 employees to attend the required training. All in favor. Motion carried.*** Committee members then signed the Training Approval Form.

APPROVAL OF REI GRANT PARTNER AGREEMENT: Ms. Diemert stated that she had no new REI Agreements to present.

VOUCHERS: The vouchers were presented to the Committee and signed. ***Motion by Johnson, second by Renner, to approve the vouchers and forward to the Finance Committee. All in favor. Motion carried.***

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: Ms Diemert stated she had no new agenda items identified at this time.

NEXT MEETING AND ADJOURN: *Motion by Renner, second by Klingforth, to adjourn until the regular meeting scheduled for Wednesday, March 8, 2006 at 7:00 P.M.. All in favor. Motion carried.* Meeting adjourned at 8:28 P.M..

Dave Grabarski, Chair

Florence Johnson, Vice-Chair

Bob Dixon

Karl Klingforth

David Renner

SITE REPORT

- **February 8, 2006**
- **SOLID WASTE DEPARTMENT**

TIPPAGE REPORT: 1,848,260 lbs of garbage were brought in which is the highest amount ever brought into the landfill for January by over 27%.

There were 5 new over-the-scale customers during the month and is typical for this time of year. (Minimum of \$300 annual revenues if these new customers use the facility one time per month with minimum weight). Since April 1, 1998 we have had 3,339 new customers over the scale.

MEETINGS/SEMINARS/TRAININGS/CONFERENCES: Will attend the AROW/SWANA/WCSWMA Winter Conference in Stevens Point on March 1, 2 & 3, 2006.

Attended Department Head meeting on January 26th.

Met with Personnel for Union Negotiations on January 10th and January 30th Operating Engineers Local 139 contract negotiations. Will also attend another meeting on February 9, 2006.

Attended Special Committee on Committees meeting on February 2, 2006.

Attended Health Insurance Study Committee on February 7, 2006.

Attended WPS/Operating Engineers Local 139 Insurance presentations at Landfill on February 7, 2006.

Met with MIS and consultant regarding routing software proposal on January 30th.

Will attend Department Head meeting on February 23, 2006.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance and repairs were performed during the month.

INSPECTIONS:

LOSS CONTROL/SAFETY/STAFF ISSUES: Performed various daily office management and personnel duties including accident reports for minor injuries to employees. There were no other major injuries reported.

A safety/staff meeting was held on January 25, 2006 to review hearing conservation, hazard communication & employee "right to know" act (MSDS), lockout/tagout, and the new comp time/overtime policy.

Received the report for the semi-annual gas probe monitoring in the landfill which was performed on December 5th. This report was also forwarded to the DNR. Methane gas was not detected at the two probes during this monitoring event.

Submitted and updated the Wisconsin Employer Notification Program list of current CDL drivers.

Recycling Fee & License Fee Surcharge Report was submitted by the due date.

Arranged for two employees to have random drug testing or CDL.

Worked with Loss Control officer to prepare for Alpha Terra inspection scheduled for February 13, 2006.

The leachate tank submersible pump was totally reconditioned and repaired.

♦ Approved 4 employees to attend an Air Brake Systems Clinic put on by CATCO in WI Rapids on January 31, 2006.

Scheduled 5 employees to attend the DNR Landfill Operator CEU training in Stevens Point on March 1, 2006.

No other significant loss control/safety issues were seen this month.

***See Site Improvements section for more Loss Control/Safety Issues**

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Quarterly Inspection & Testing was done on January 20, 2006. All systems pass the inspection and were performing adequately.

Received a quote for maintenance on the pond for control of algae growth. Submitted this to Property Committee for budgeting purposes over the next several years. The algae and decaying leaves must be controlled or it will plug the pumps which feed the fire control sprinkler system.

ADMINISTRATIVE PROJECTS: During the month of January/February the Director performed the following duties: Arranged shipments of tires, baled recyclables, tin, fluorescent light bulbs, corrugated, appliances, and scrap metals as needed.

Continued to coordinate new curbside and residential route customer orders. We had 18 new customers since the last report that adds \$4,572 in annual revenues to the department. Many other inquiries and order changes have been received. Ordered containers, dumpsters, signs & labels for business/residential customers as new customers sign up for the program.

Worked with Grandee Cheese to dispose and provide written verification of disposal of special wastes.

Continue to monitor the employees comp time. They have been using their accrued time as they can. By the end of April most of the old comp time will be used.

Arranged for Polk County to tour our glass aggregate operation on February 28, 2006.

Prepared and submitted a proposal to the Town of Richfield for garbage and recycling services.

Received written approval from Operating Engineers Union regarding the High School Apprenticeship Program for mechanic/heavy equipment operator students. The student began on

Working with the DNR on a pilot program for on-line reporting of our 2005 Recycling Grant Final Reporting.

Assisted a property owner with notifying their tenants of the need to recycle. Furnished him red tags for tagging bags of garbage and recyclables.

Also assisted two apartment buildings with notifying tenants of recycling.

Assisted the school with a milk container recycling program.

Assisted a dental office with recycling xray film with lead.

Submitted updated inventory to County Clerk as requested.

Met with marketing vendors, placed ads regarding various advertisements around the county.

Met with MIS and computer consultant on routing program and attended the on-line demonstration on January 30th to review their new proposal. Records, maps & reports were forwarded to them so we can customize our routing operation.

Continued to coordinate Alliant Energy, ACEC, and Weis Electric with the new three-phase conversion. This will save the Department approximately \$400 a month in increased costs that were to begin in January 2006 as well as additional meter fees. The final switchover will be scheduled when the electrician finished work on the service boxes & wiring. The recycling building will be shut down for the day.

Submitted monthly recycling report to the City of Adams as requested. Also submitted annual reports to the other RU's as required by the DNR.

Working on the Self-Certification forms for the DNR.

Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: No new construction was performed.

MINUTES
SCLS BOARD OF TRUSTEES
January 9, 2006 -12:15 p.m.
SCLS Administration

Present: T. Brown, R. Curtis, L. Davis-Brown, E. DeSmidt, J. Hanson, M. Howe, T. Iaccarino, R. Keen, C. McGuire, H. O'Donnell, J. Pugh, J. Taft, P. Townsend, J. Wheeler, W. Zimdars, P. Westby

Also Present: P. Davis, H. Moe, B. Dimick

Absent:

Excused: F. Cherney, J. Kreten, N. Nelson, T. Patton, G. Poulson, K. Williams,

Call to Order: President J. Taft called the meeting to order at 12:18 p.m.

a. Introduction of guests/visitors and new board members: None

b. Changes/additions to the agenda: None

c. Requests to address the board: None

Minutes: B. Zimdars moved approval of the December 12, 2005 minutes. M. Howe seconded. Motion carried.

Bills for Payment/Financial Statements: L. Davis-Brown moved approval of the bills with a few minor modifications in the amount of **\$81,119.91**. M. Howe seconded. Motion carried.

President's Report: J. Taft noted there will be an SCLS Foundation Committee meeting following the board meeting at 1: 15. They will be electing officers of this committee for 2006, adopt a "conflict of interest" policy, and revise the by-laws to expand the foundation board from 7 to 9 members to allow 3 members from the public and include one representative from PLAC.

Jack also reminded the board of Peter's Retirement party on Thursday January 12th from 4- 7 p.m. at SCLS Administration.

National Library Legislative Day is May 1-2, 2006. Last year the board agreed to send three people to Washington. The question was raised who would like to attend this year and whether or not to keep the number to three representatives.

B. Zimdars moved to send three board members to Washington. T. Brown seconded. M. Howe asked to amend the motion to allow up to 4 board members to attend Library Legislative Day in Washington. After much discussion, the board voted down the motion to send three board members to LLD. M. Howe moved that the topic be included in the February Board agenda. J. Pugh seconded. Motion carried.

Jack also noted that Anne Iwata's term on the SCLS Board has not been renewed by Dane County. B. Keen moved that Anne be invited to the February board meeting. M. Howe seconded. Motion carried. It was suggested a letter of commendation and thanks for Anne's time and commitment to the board be presented to her.

Committee Reports:

Selection Committee: The committee will be meeting at 2:30 Monday 1/9/06.

Nomination Committee: T. Brown stated the committees' recommendation of the following board members for nomination of 2006 officers: J. Taft- President, F. Cherney- Vice President, J. Hanson - Secretary, and M. Howe - Treasurer.

R. Curtis moved the nominations be closed with a unanimous ballot of the committees' recommendation. P. Townsend seconded. Motion carried.

Circulation and ILL Statistics: No comment

System Director's Report:

Phyllis shared that Peter's last day at the office was hard for everyone and it's hard to see his empty office - we keep the light on. His retirement party will be January 12th from 4-7 p.m. at SCLS Administration.

Hearings are scheduled on the library bills, SB272 - "reform bill" and SB273 - "language bill" January 10, 2006 at 1 p.m. in the North Hearing Room (2nd Floor North) The Governor signed AB40, allowing law enforcement to retain 70% of monies acquired through drug "busts." WEMA & WLA were both against this bill since it reduces the Common School Fund & sets an unfortunate precedent for library funding.

District legislation is being attached by some counties via resolution, but it is difficult to defend when the bill has not been drafted yet.

Phyllis received a call from a concerned citizen regarding Mt. Horeb's policy of charging patrons who live in the Southwest Library System. Contrary to the patron's belief, this is not system policy. Cheryl Becker and Phyllis will be meeting with the new director of the SWLS to discuss cross system reimbursement issues at the end of January.

The audit has been scheduled for the week of March 27th.

The Strategic Plan has been passed by PLAC and MALC and will be presented to the board in February.

The very first donation in the amount of \$1,000 for the SCLS Foundation was received! Jodi Bender Sweeney will be presenting her findings from the feasibility and focus groups to the board in February or March. The application for tax exempt status is being worked out with our lawyer.

The SCLS Advocacy effort is serving as a statewide model. Each system in the state will receive a copy and hopefully other systems will adopt it.

The statewide virtual reference service will be called Ask/Away - Reliable Answers.. ..Anytime (a cooperative service of WI libraries). SCLS will contribute a major role in PR for this project with a possible National Library Week event. Stef Morrill has been appointed to serve Peter's remaining term on Library Information and Technology Advisory Committee (LITAC) and it is a possibility that SCLS will hold a standing seat on this committee.

Bruce Smith, the Delivery Operations Manager, will present an overview of our delivery services to a Council of Library and Network Development (COLAND) meeting on January 13th. Phyllis encouraged members to attend library legislative day January 31st. A kickoff/press conference about the Campaign for Wisconsin Libraries will be held at the Capitol. The more public library representation, the better.

SCLS will receive \$6,000 of the extra \$11,000 we requested from LSTA to cover gas increases for delivery. This totals \$66,000 in LSTA funding we will receive for delivery in 2006.

Phyllis and other SCLS staff attended the E.D. Locke Public Library dedication in McFarland January 4th and stated it was very well attended and a lovely event.

Phyllis will be representing WLA at the ALA conference in San Antonio from January 20-25th.

Public Library Advisory Committee (PLAC) Report: Multitype Advisory Committee (MALC) Report: LINK Report: Agenda and Minutes for the above committees can be found on the web at:

<http://psw.scls.lib.wi.us/committees/index.html>

Other Business: None

Meeting adjourned at 1 :03 p.m. H. Moe, Recorder

(Interim)
System Director's Report
January 2006

How are we doing?

Many people I talk to these days ask "how are you SCLS folks doing?" an unspoken subtext of the question being "...without Peter." The simple answer is "We're doing just fine, thanks." Despite the rousing retirement party we had for him on Jan. 12, and the fact that he is no longer on the payroll, Peter is still here with us in many ways. The values, attitudes and priorities he brought to SCLS did not leave with him. Over the years they have become part of our collective DNA. Peter's office may be empty now, but he will always be with us at South Central. (As will his close friend Chester Pismo Snavelly, who just made a generous donation to the SCLS Foundation.)

Other milestones

January 2006 marks the 10th anniversary of Adams, Portage and Wood counties officially joining the South Central Library System. One of the goals we set at that time was to somehow connect LINKcat with the separate automated catalogs of Marshfield and Portage County Public libraries, so that citizens in our area could search all three catalogs at the same time. Ten years later we are close to a solution and, not surprisingly, it looks nothing like we used to think it would. We will be combining the catalogs instead of linking the automated systems.

Portage County Public Library will soon be sending a copy of its current library catalog to OCLC Inc. to be added to the WorldCat database and will use OCLC for their ongoing cataloging. Since the LINK libraries and Marshfield already maintain their catalog records on the OCLC database, all three major public library catalogs in SCLS soon will be available from a single search of that database. This solution is far simpler than trying to maintain our own links between the systems with ever changing software versions and telecommunications protocols. Even better, in early March all OCLC libraries in Wisconsin can be searched in the same way through a new group of scoped searches called BadgerCat.

The LINK libraries reached a major milestone by circulating more than 10 million items in 2005, which represents a 4.6% increase over their 2004 total. Holds placed in LINKcat in 2005 were up more than 14% to 2.8 million.

Keeping busy

The changeover from one year to the next, with end-of-year processing and generation of voluminous statistical reports, is always busy for our automation staff. But this year the staff is also dealing with two other major projects. The time commitment and detailed planning required for implementing the new statewide telecommunications system, BadgerNet II, at headquarters and at all the LINK libraries is enormous. At the same time, the SCLS Automation staff is working hard to find a solution for the situation created by the delay in delivery of the Horizon system as our LINK server hardware approaches its end-of-life date. We will keep you posted as things progress.

Delivery staff are close to finalizing a design on some new carts that we hope will reduce lifting and increase the volume that one driver can handle. They hope to start the pilot in the next couple of months. Bruce Smith gave a presentation about our delivery service to the Council on Library and Network Development (COLAND) in January and, along with Bob Blitzke, will represent us again at the statewide Delivery Advisory Meeting on Feb. 2. Bob also has been working with Jodi Sweeny on the SCLS Foundation feasibility study, and Jodi will present her report at our SCLS board meeting on Feb. 13.

At Administration, Char Paglini is moving to a new version of accounting software, Quickbooks Pro 2006, in the next month or so. Cheryl Becker just presented a workshop on filing the annual report required by the state for all libraries, and most of her time in February will be devoted to annual reports as well. Nichole Fromm presented our first "Brain Snack" in January, just one of a planned series of web-based, hour-long lunchtime learning opportunities that staff in libraries can "attend" without leaving their offices. Mary Wepking and Heidi Moe are working with Michele Dries of the Automation staff to plan for a new online calendar and workshop registration product we plan to begin using soon. Automation and Administration are also working with libraries on projects ranging from wireless Internet access to patron self-check stations. Shawn Brommer and Mark Ibach are busy with Summer Library Program 2006, and Mark also is scouting locations for System Celebration in September. Library building projects are keeping Deb Haeffner hopping, which may be a subject for a later system director's report.

This is far from everything that is going on right now, but I hope it gives you an idea of what is happening as we begin this new year.

See you on the 13th!

Phyllis

SOUTH CENTRAL LIBRARY SYSTEM										
Circulation and ILL Statistics										
December 2005										
	*2004 Population	2004 Circulation	**2004 Collection	2004 Annual Expenditures	Same Mo. Circ. 2004	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2005	
ADAMS										
Adams Cty	17,814	70,310	29,613	257,086	no report	7,496	2,296	2,426	89,923	
Rome	2,888	20,144	15,244	93,177	1,248	1,638	33	-	23,069	
TOTAL	20,702	90,454	44,857	350,263	1,248	9,134	2,329	2,426	112,992	
COLUMBIA										
Cambria	785	27,067	8,319	82,144	2,215	1,846	1,079	495	24,812	
Columbus	4,704	82,611	34,458	272,537	5,775	5,770	1400	3099	87,605	
Lodi	2,949	91,423	26,866	225,442	7,036	6,730	2,260	2,117	94,699	
Pardeeville	2,051	39,079	21,173	140,460	2,684	3233	1289	1624	46,668	
Portage	9,966	220,188	60,209	461,396	16,235	15182	4969	4329	222,320	
Poynette	2,461	53,161	20,179	90,236	3,603	3,876	1,094	1,606	53,643	
Rio	981	34,009	24,535	105,901	2,479	2,508	62	-	34,425	
Wis. Dells	2,457	73,912	39,183	304,072	5,776	5,758	2,688	1,843	75,491	
Wycocena						136	41	398	1,618	
Other Cty	27,841									
TOTAL	54,195	621,450	234,922	1,682,188	45,803	45,039	14,882	15,511	641,281	
DANE										
Belleville	2,030	53,838	23,913	158,672	no report	4,369	1,253	2,865	62,364	
Black Earth	1,313	35,784	19,022	90,833	no report	2,505	983	1,636	39,541	
Cambridge	1,174	49,892	22,514	155,408	3,405	3,727	1,599	1,576	51,152	
Cross Plains	3,342	78,280	35,593	269,944	6,423	5,349	1,867	2,808	80,477	
Deerfield	2,041	48,578	19,085	129,918	3,476	3,639	1,823	1,768	49,509	
DeForest	8,061	318,434	72,766	599,523	no report	27,497	5,346	9,118	337,581	
Marshall	3,563	57,663	25,599	150,822	no report	3,864	1,146	2,415	55,853	
Mazomanie	1,543	34,453	17,889	97,847	2,578	2,228	1,142	1,780	34,234	
McFarland	7,051	140,729	44,437	314,588	10,200	28,520	6,954	6,407	164,091	
Middleton	16,446	529,355	83,670	1,126,175	45,365	47,727	14,130	12,860	613,734	
Monona	7,965	261,010	69,662	540,518	19,853	19,167	4,891	7,555	253,567	
Mt. Horeb	6,244	201,931	44,711	545,723	12,031	13,247	5,530	4,529	203,384	
Oregon	7,976	232,783	62,494	412,427	17,053	16,969	5,618	4,778	238,700	
Stoughton	12,654	250,075	70,269	607,751	19,127	18,589	6,052	5,789	258,829	
Sun Prairie	23,226	409,445	104,379	1,260,752	28,848	30,337	7,077	8,356	445,000	
Verona	8,888	257,336	50,406	455,488	no report	20,775	6,980	6,608	271,426	
Waunakee	10,002	217,322	64,998	500,521	16,209	15,766	4,019	6,095	234,574	
Madison	217,935	4,325,305	903,374	11,018,964	338,260	347,119	59,162	34,965	4,553,526	
DCLS	109,493	159,443	48,686	3,541,827	no report	12,905	1,812	5,832	167,509	
TOTAL	450,947	7,661,656	1,783,467	21,977,701	522,828	624,299	137,384	127,740	8,115,051	
SUB TOTAL	525,844	8,373,560	2,063,246	24,010,152	569,879	678,472	154,595	145,677	8,869,324	

	*2004 Population	2004 Circulation	**2004 Collection	2004 Annual Expenditures	Same Mo. Circ. 2004	Current Mo. Circ.	Mo. ILL Borrowed	Mo. ILL Loaned	YTD Circ. 2005
GREEN									
Albany	2,071	33,085	14,522	45,347	2,492	2,803	158	-	33,306
Broadhead	3,181	77,720	45,837	164,545	6,271	5,259	94	-	68,983
Monroe	15,607	222,663	84,270	530,614	16,558	15,607	4,252	5,093	215,303
Monticello	1,147	72,743	30,994	109,728	6,853	6,579	103	-	73,441
New Glarus	2,104	79,152	27,417	216,396	no report	5,169	2,138	3,141	71,291
Other City	10,914								
TOTAL	35,024	485,363	203,040	1,066,630	32,174	35,417	6,745	8,234	462,324
PORTAGE									
Amherst	1,027	23,158	18,104	31,873	1,025	941	37	-	22,789
Portage City	67,908	471,893	187,582	1,570,468	31,371	31,427	515	1	479,636
TOTAL	68,935	495,051	205,686	1,602,341	32,396	32,368	552	1	502,425
SAUK									
Baraboo	11,188	241,316	67,408	657,188	17,762	16,833	5,719	3,962	237,420
LaVallée	324	4,888	5,703	12,870	no report	335	179	242	4,657
N. Freedom	642	10,402	4,555	24,463	1099	421	164	308	9,069
Plain	793	23,503	9,427	85,092	2,115	2,413	1156	850	29,492
Prairie du Sac	3,463	122,300	41,584	253,281	no report	8,798	3,371	3,328	122,076
Reedsburg	8,573	220,714	66,028	499,619	15,749	15,764	4,058	6,197	228,369
Rock Springs	421	9,671	6,725	26,221	1,827	647	190	488	9,722
Sauk City	3,211	111,777	39,754	251,184	7,668	8,844	2,611	2,633	119,106
Spring Green	1,463	67,967	25,206	176,374	5,778	5,714	1,861	1,881	73,043
Other City	28,410								
TOTAL	58,488	812,538	266,390	1,986,292	51,998	59,769	19,309	19,889	832,954
WOOD									
Arpin	807	12,112	8,782	28,811	no report				
Marshfield	20,901	393,541	138,231	1,188,855					280,256
Nekoosa	2,593	53,676	36,156	130,720	3,130	3,969	40	17	44,110
Pittsville	885	31,600	16,760	51,516	2,150	2,421	22	-	26,418
Vesper	540	11,290	23,399	22,189	743	797	15	2	9,377
Wis. Rapids	18,410	398,733	115,054	1,409,932	no report	28,520	6,954	6,407	406,360
Other City	34,472								
TOTAL	78,608	888,840	329,600	2,803,212	6,023	35,707	7,031	6,426	766,521
SUB TOTAL	241,055	2,681,792	1,004,716	7,458,475	122,591	163,261	33,637	34,550	2,564,224
GRAND TOTAL	766,899	11,055,352	3,067,962	31,468,627	692,470	841,733	188,232	180,227	11,433,548

*Based on DOA Official Population Estimates 1/01/04 and includes all those individuals who pay library taxes directly to the indicated community

**Collection includes books, audio, film, video, and other materials such as software, art prints, and toys. It does not include serial volumes owned

Special Committee on Committees
January 10, 2006
1:00 p.m.
Community Center Room 145B

Chairman Al Sebastiani called the meeting to order. The meeting was properly announced. **Committee Members present:** Al Sebastiani, Charlie Rath, Dave Grabarski and John Keuler.

Others present: Dennis McFarlin, Kevin Kniess – Corporation Counsel, and Liz Rockwell – Administrative Assistant.

Motion by Rath, second by Grabarski to approve the agenda. Motion carried unanimously. **Motion** by Grabarski, second by Rath to approve the minutes of the December 16, 2005, meeting. Motion carried unanimously.

John Keuler distributed copies of a functional Committee structure chart, as well as the proposed Committee structure document to be included with the Rules of the Board for the new County Board. The Committee reviewed the document and made suggestions and changes. The members will contact the Administrator's Office prior to next Tuesday to give any additional suggestions or changes. Then the Administrator's Office is to distribute copies of the new proposed Committee structure to the County Board members on Tuesday and distribute copies to the Department Heads and other relevant personnel on Wednesday.

The next committee meetings will be as follows:

- January 31, 2006 at 1:00 p.m. open discussion from Board members and Department Heads for comments/suggestions on the Committee's proposed functional committee structure.
- February 2, 2006 at 9:00 a.m. to review comments/suggestions and make any changes to the proposed functional committee structure for the new County Board.

Motion at 3:25 p.m. by Grabarski, second by Rath to adjourn until January 31, 2006 at 1:00 p.m. Motion carried unanimously.

Respectfully submitted,

Liz Rockwell
Recording Secretary

Special Committee on Committees
February 2, 2006
9:00 a.m.
Community Center Room 145B

At 9:00 a.m. Chairman Al Sebastiani called the meeting to order. The meeting was properly announced. **Committee Members present:** Al Sebastiani, Charlie Rath, Dave Grabarski and John Keuler. **Others present:** Jane Grabarski – Emergency Management, John Hay – ACRIDC, Ron Johnson – Veterans Services, David July – Sheriff's Dept, Roberta Sindelar – Sheriff, Phil McLaughlin – Planning & Zoning, Dan Calef – Library, Greg Rhinehart – County Surveyor, Jodi Helgeson – Register of Deeds, Mary Ann Bays – Treasurer, Deb Barnes – Child Support, Ron Chamberlain – Highway, Mike Scott – Airport, Supervisor David Renner, Supervisor Bob Dixon, Supervisor Glenn Licitar, Supervisor Larry Babcock, Supervisor Jerry Kotlowski, Supervisor Bob Eggebrecht, Supervisor Fran Dehmlow, Edi Felts Podoll – UW Extension, Terry Reynolds Warner – Register in Probate, Supervisor Matthew Sherd, Dianna Helmrick – Clerk of Circuit Court, Supervisor Mike Keckeisen, Supervisor Cynthia Loken, Supervisor Florence Johnson, Myrna Diemert – Solid Waste, Supervisor

Bev Ward, Barb Morgan, Supervisor Dennis Morgan, Dennis McFarlin – Office of the Family Court Commissioner, Kevin Kniess – Corporation Counsel, and Liz Rockwell – Administrative Assistant.

Motion by Rath, second by Grabarski to approve the agenda. Motion carried unanimously. **Motion** by Grabarski, second by Rath to approve the minutes of the January 10, 2006, meeting. Motion carried unanimously.

John Keuler explained that the Rules Committee brought up the concept of redoing the Rules of the Board and the Committee Structure at the March 2, 2005, meeting. The Rules Committee began working on the Rules and then Supervisor Dennis McFarlin presented a resolution to create a Committee to review the restructuring of the Committees. The Resolution created an ad-hoc Committee to review and present a recommended new Committee structure to reduce the number of Committees and was passed unanimously 19-0, with Supervisor Rath not voting as he was excused from that meeting. Currently there are approximately 14 Standing Committees and it would be reduced to 6 Committees with the proposed structure. Department Heads were given the opportunity to voice any concerns they had with reorganization of the Committee structure prior to any proposal being presented by the Committee. It was stated by a Supervisor to the Administrator that there was a concern that currently one Supervisor can be on all the “important” Committees, while others are on only one non-important Committee. John stated that all Supervisors will be on an important Committee, as with the new structure all Committees will be “important”. John explained that the meeting was only for comments and suggestions, no decisions would be made today, the Committee will setup another meeting to review the suggestions and changes and a final version of the entire Rules of the Board including the Committee Structure will be presented to the full County Board at the March meeting for discussion, with the new Board adopting the Rules.

The Committee opened the floor for discussion on comments, concerns and suggestions on the proposed structure. The Committee went through the proposed structure one page at a time with the exception of the Health & Human Services Board as no changes will be made at this time, as it just was changed and restructured in 2005. The following questions were asked and suggestions made:

- *Q: What the format would be for the new meetings since there would be so much consolidation and many of the Committees that are separate now that regularly hold meetings that are a few hours long would be joined?* *A:* It will be a learning curve and it is expected that it will come with time, as to learning what to put on agendas. The Committees will be dealing with the big picture, and looking at long-range planning, develop short and long-range goals and adopting policies.
- *Q: If a Department didn't have something to take to the Committee along those lines, would the Department Head still have to meet with the Committee?* *A:* No, it is possible that the Department wouldn't have to meet every month with the Committee, unless there were action items.
- *Q: How will the budget and voucher process work?* *A:* As it is setup in the new proposed structure as well as the new proposed Personnel Policies, the Department Heads would be responsible for their budget and spending within the budget. The process is a proposal and yes it will likely need to be tweaked and changed. Currently it is proposed that the Department Head will look at all expenses and sign off on them, the County Clerk's Office will then look at the vouchers and provide a report to the Finance Committee to review and approve. If the Finance Committee wants to review a voucher they would be provided the copy as requested. There was much discussion on this issue and concerns were raised by some supervisors that they would no longer be approving vouchers. In response to that, members added that the intent is to allow the Department Heads the ability to use their budget and monitor the spending. The process will be developed, but Supervisors will continue to have the right to request information, and any supervisor has the right to look at any voucher even though it would not be required for the Committee to approve all vouchers individually. It was determined to write this down as an area of concern and the Committee moved on to the Committee Structure.

- **Q:** *How would a Committee appoint a Recording Secretary?* **A:** The Committee could appoint someone from any Department within a Committee's oversight to take the minutes. Keuler feels that County Board Supervisors shouldn't have to take minutes and put out agendas. Taking minutes is hard to do as it takes away from that Supervisors ability to participate in the meeting. In addition it was questioned if clerical staff needed to be the recording secretary –no, it is the Committee's decision who they want to take minutes.

A Supervisor reminded everyone that this document is a start, we aren't going to throw a perfect game the first time on the field and that it will be tweaked and everyone needs to keep an open mind when going through the structure.

ADMINISTRATIVE & FINANCE COMMITTEE

- **Q:** *Questioned page 2, line 26, when it stated insurance policies, what did this refer to?* **A:** This would be liability policies. It was also questioned what bonding would be included? Keuler responded that any bonds for money would be included in this description.
- Dan Calef brought to the Committee's attention that the Library Board wrote a letter in regards to the Library Board having policy making authority over the Library by statute, not the Administrative and Finance Committee and that it should be clarified. This is something that the Committee will look into how the wording should be; the Special Committee members were provided copies of the letter at the Committee meeting. McFarlin stated that the Board needs to have some authority and oversight as the Board appropriates the budget. Keuler responded that the intent was that if for instance the Library wanted to build a new building or add an addition the Committee needs to review items like this.
- **Q:** *Page 2, line 34 - Will the Committee receive reports of the detailed line items?* **A:** Keuler explained that yes, his intent is to meet with the Department Head and the Committee to go through the budget, and clarified that yes the Committee would get a report of the accounts and the requested budget.
- **Q:** *Line 40, number 9 - How can the Committee appraise land as they are not appraisers?* **A:** Mary Ann Bays explained how it is currently being done. Keuler stated that is the way the statutes read, but it is up to the Committee to determine if they want to appraise the land or if they want to hire someone else to do this.
- **Q:** *Line 46, number 12 - Will someone present the technology plan?* **A:** Keuler responded yes, unless the Committee wanted to try to draft one.
- **Q:** *Line 46 - In regards to the Print Shop, it is not its own Department and Supervisor Ward believes it should be under the Executive Committee as it is under the supervision of the Administrator now.* **A:** The Committee will review and consider this at its next meeting.
- **Q:** *It was questioned why the Revolving Loan Fund was separate from the Rural Industrial Development Commission (RIDC) and why it was under the Administrative and Finance Committee?* **A:** Keuler responded that due the fact that the money deals with the County's finances, it seemed like a proper fit, but it could be moved if someone wanted it to be. It was also suggested that due to bonding that may have to be issued it would seem like a proper fit as well. John Hay explained the Revolving Loan Fund is separate from the RIDC Agency and that due to the lengthy process for approval to use monies from the Revolving Loan Fund, one more approval would be another hardship and would lengthen the process even more. Keuler responded that this would be an advisory relationship and that it should only report to the Administrative & Finance Committee on the status to keep the Committee & the Board informed, and should be used for approval of using the monies in the fund. Hay was fine with that but suggested that for him it would be easier to report to one Committee, which he suggests being the Planning, Resources & Development Committee so it is the same as the RIDC. The Committee will review this at the next meeting. Hay also mentioned that any time there is bonding for a project that is always taken to the County Board, and is not anything to do with the Revolving Loan Fund, as

the fund has monies ready to be used now upon approval, and actually the fund hasn't been used for a few years. It was asked how often the RIDC currently reported to the Board, Hay explained that currently he does it usually on a quarterly basis, but really as the need arises.

- **Q:** *The in rem proceedings were questioned and who would do the inspections, etc.?* **A:** Keuler stated that it would be conducted in accordance with the statutes. It was stated that previously the Property Committee did this and there were concerns brought up regarding hiring out the process. Keuler stated that the County doesn't have to hire an appraiser, but the Committee could do that. This would be the Administrative and Finance Committee's decision on how to proceed.

EXECUTIVE COMMITTEE

- A Supervisor mentioned a concern regarding the Committee would be made up of the 1st and 2nd Vice Chair of the Board and 2 other appointed Supervisors and feels it is better suited how the Personnel Committee is now, being represented with Chairs of other Committees. Department Heads questioned the Departments the Committee would oversee, and it would be the Personnel/Corporation Counsel and the Administrator. The Department Head felt there was no reason to have the other Committee Chairs on the Committee. The Supervisor stated that because the Committee would be making long range plans and goals that would affect various Departments it would be beneficial to have all Committee Chairs as part of this. The Department Head felt that if there was a question regarding a policy and how it would affect a Department, the Committee should be going to the Department Head not the Committee Chair for clarification and information. Another Department Head felt that the proposed make up was well represented.
- **Q:** *Page 4, number 11 – It was questioned that the County already has an adopted salary structure which was created by the Carlson & Dettman Study and would this Committee be redoing it?* **A:** The structure from time to time will need to be evaluated. Also elected officials salaries will have to be reviewed and this Committee would handle these issues.

Motion at 10:00 a.m. by Rath, second by Grabarski to recess for 15 minutes until 10:15 a.m. Motion carried unanimously. Chairman Sebastiani called the meeting back to order at 10:15 a.m. The Committee explained that the Health & Human Services Board would not be reviewed as it was not changed from what was adopted in 2005.

Planning, Resources and Development Committee

- **Q:** *Page 7, line 54 – It was questioned why one citizen member shall be the Farm Service Agency? The committee should consider how this is done, why would that person want to deal with Planning & Zoning issues?* **A:** It was in question as to whether that person was required by statute on the Committee, it will be researched. If it was not part of the statutes, it should be considered to just have a citizen member on the Committee, not necessarily a Farm Service Agency member.
- A Department Head mentioned that each of these Committees that are combined in this Committee has requirements, and the Special Committee needs to review the participation. Possibly there needs to be a subcommittee to deal with some requirements. Another Department Head stated in response that if you are going to start making subcommittees you are defeating the purpose of consolidating the Departments under one Committee and it might as well separate these Departments and make more Standing Committees not subcommittees. Supervisor Rath stated that as a need arises the Committee may appoint a subcommittee to deal with a certain issue or concern and that Committee would be created for a certain issue and for a certain period of time and once their task was done the subcommittee would no longer exist.

- Phil McLaughlin advised everyone, as this information was already provided to the Administrator's Office and the Committee was given copies of this information that on page 8, line 25 it stated that the County doesn't currently have a Private Well Water Ordinance and it should be removed, and it should include the new ordinance that was just adopted for Sexually Oriented Businesses. Also on page 8 for the Board of Adjustments need 2 alternate County Board Supervisors appointed by new legislation that was just enacted in late 2005. He also suggested that it is his recommendation that the Board of Adjustments does not have any County Board Supervisors on the Board as this is not an advisory Board, what the rule is the law, if someone wants to appeal what it done, the next step is to go to the Court system to appeal their decisions. Phil feels that in order to keep the Board unbiased there should not be County Board Supervisors on this Board and that there are other ways to keep the connectivity between the County Board and the Board of Adjustments. The Committee will consider wording on this issue, Phil stated that this is a Quasi Judicial Board. Also that page 9, line 5 has also changed with the case law and unnecessary hardship needs to be reworded. Counsel Kniess will research this and get back to the Committee at the next meeting on the proper wording. Also Phil mentioned that the Housing Authority duties are appointed by §59.694, Wisconsin Statutes. Liz Rockwell explained that the current statute that is referenced was included as the resolution that adopted the Housing Authority referenced the statutes. This will be updated as was previously discussed with Counsel Kniess when it was initially brought to the attention of the Administrator's Office.
- Q: *It was questioned why the Drainage Board was listed here as it is its own entity, and is not a subcommittee of the County Board?* A: Due to the recent issues with the drainage board and the County's liability the Special Committee wanted a Committee for this Board to report to if any issues arise in the future, as the Corporation Counsel has to provide legal assistance and currently is providing legal assistance. A discussion was held on the funding of the drainage board and how members were appointed.
- Q: *What will happen when there are hearings for Planning & Zoning?* A: It was determined that if the County Comprehensive Plan was completed in April, this would get rid of the non-conforming parcels, and approximately 50% of the hearings are for non-conforming parcels and would greatly reduce the number of hearings. There will still be hearings, but hopefully this would alleviate some of that burden. Supervisor Rath stated that there could be a separate meeting for hearings, and possibly they could be held in the evening in order to help the landowners in attending the meetings.
- Q: *How would the County hold meetings when the Committees that were joined are currently taking 2 and ½ to 3 hours?* A: McFarlin stated that it is not going to take as long, as not as many items are going to be going to the Committee with this structure. Supervisor Rath mentioned that written reports could be submitted to explain things that would give the Committee the information that is needed. Another Supervisor mentioned that the detail and micromanaging that is currently being done by the Committees is what takes so long to get meetings adjourned.
- Q: *Helgeson questioned page 8, line 3, and stated that Land Information is not a Department and explained her role as the Land Information Officer and that it should be stated differently. She also questioned page 9, line 31 and the North Central Regional Planning Commission and questioned that the County only appointed one member.* A: Keuler stated that the County appoints one and the Governor appoints one member by statute. Supervisor Ward stated that there were currently three and she believed that the third was appointed by the County and the Governor together. Helgeson stated this should be looked at to make sure it is correct.
- Q: *Helgeson also questioned page 10, number 1, the Land Information Committee and explained how the Committee currently is made up, the Committee meets every other month, and only the County Board Supervisor appointed gets a per diem to attend. She suggested that she would prefer it to be an advisory group not a Committee, as the larger number of people meant its harder to get a quorum. She would like to not have to have a quorum, not have to put out formal agendas and minutes, and just be an advisory group. At the same time she questioned what the authority*

for entering into and renewing contracts would be for the Committee. Helgeson wanted a great clarification on page 10, numbers 18-20 on the duties and responsibilities of the Committee. **A:** Keuler suggested that she put in writing a proposal of what she would like to see for the Special Committee and they would review this at the next meeting to make a recommendation for the setup of the Land Information Committee.

- **Q:** *Why are Lake Districts listed in the County Board Rules, they are really a separate entity?* **A:** McFarlin stated that the reason the Committee wanted these to be listed was due to the County Board representation on the District, as well it is appointed by the County Board.
- **Q:** *Murphy questioned whether he could send another representative to the Land Information Committee if it were advisory, as sometimes they are able to provide more input and give better representation on the issues that the Committee is discussing.* **A:** Keuler stated that yes in his opinion if Patrick or Reesa would be better for the meeting, then yes, he should send them to it. Helgeson raise the issue of having problems with approving expenses if he sends a representative. McFarlin stated that the issue with this Committee is having the most beneficial and qualified person at the meetings. Helgeson also brought up the issue that sometimes other people should be at the meeting beside those that are listed, for instance right now she is working with Solid Waste for new software and its GIS needs. Helgeson stated that any Department that uses GIS may need to be part of the Committee at some point.

Public Safety & Judiciary Committee

- Barnes stated that many of these groups are governed by many laws and regulations, and she assumed that the Department Head would be responsible for abiding by these laws and regulations as they are now. She noticed that in the wording on line 22 for oversight, it stated except as provided by law, she stated that possibly this could be used where the Committee had the previous discussion on the Library Board and its conflicts with what authority the Administrative & Finance Committee would have.

Public Works & Recreation Committee

- Chamberlain stated that on page 12, line 32-38, leave just number 2 and remove letters a-d as with the new administrative form of government these powers are transferred to the Highway Commissioner and the Committee is no longer responsible for this.
- Supervisor Babcock stated that this was a large Committee and suggested dividing it in half with Highway and Solid Waste combined and the others grouped together. Discussion was held on splitting of the Committees and that under the Administrative form of government and with the new proposed Committee structure there isn't as many items to take to the Committee for action. McFarlin stated that with the Administrator, 50-75% of what the Committees are currently doing, they won't be doing any more, the Committees are policy making. The Committee will not have to be involved in the day-to-day operations, as that is what the Administrator deals with. He also stated that the duties are changing and the Committees should be debating on the policies that are being presented for adoption not determining the daily operations of any one Department. He continued to state that as a County Board if you want to have a hands on role, get rid of the Administrator, but if you want to deal with the policies and the big issues affecting the County, then the Board is on the right track. Supervisor Rath responded to stated the Board is elected to set policy and long-range planning, not to worry about who built what or approve vouchers.
- Dianna Helmrick stated that she came to this meeting looking forward to this meeting and the new structure being presented and thought it was a good grouping. Everyone that she works with on a regular basis would be working together with the same Committee. She thought that the Public Safety and Judiciary Committee was the best improvement. She stated that yes there will be problems implementing this but this policy will be reviewed and fixed each year.

Helmrick didn't foresee that many problems and certainly not any problems that couldn't be fixed.

- **Q:** *Mike Scott questioned if the Airport Commission would appear as number 2, after the Traffic Safety Commission.* **A:** Keuler responded that yes it would.

Keuler wanted to comment on the meeting schedule. He explained that other Counties have a schedule like this, with all standing Committees having a preset meeting date and time. This may not work, it needs to be tweaked to best meet the needs of Adams County, but the Special Committee saw an example and wanted Keuler to present a sample, and that is what he did. This was simply a sample of what could be done and by no means was meant to be set in stone.

Edi Felts-Podoll stated that the issue is again the availability of information and that we need to think bigger. The minutes of meetings have to be timely and the information will be available. She stated that in this structure Supervisors will be able to discuss with the Department any concerns, and there needs to be an open door policy to discuss these concerns. Felts-Podoll suggested a flow chart for information or use the website to update the citizens of changes or procedures in the Department. Supervisor McFarlin stated that now we were thinking outside the box and that was great. He suggested on the website a chat forum to discuss concerns and keep everyone updated.

Deb Barnes stated that she once heard of the saying "a scatter gun approach to solving problems", meaning we put out the fires as they arise instead of looking at the big picture. Barnes is encouraged by the idea that we, the County Board and Department Heads, are trying to make change and create a vision for the County. Barnes stated that since Dennis McFarlin has started in the Office of the Family Court Commissioner, he has brought new ideas and new ways of doing things and it is working out great and she is enthusiastic for the future and what good things will come. Barnes stated that there are so many demands and growth in the County that with this new structure, the Board would be allowing the Department Heads to do their jobs, and if a Department Head isn't doing their job, they are going to be reprimanded. By adopting this you are giving Department Head guidelines to do their job and she thanked the Committee for the work that was done in putting together the new structure.

Keuler thanked everyone for coming and giving their input.

Motion at 11:35 a.m. by Rath, second by Grabarski to adjourn until Tuesday, February 14th at 1:00 p.m.
Motion carried unanimously

Motion at 11:45 a.m. by Rath, second by Grabarski to adjourn until February 14, 2006 at 1:00 p.m.
Motion carried unanimously.

Respectfully submitted,

Liz Rockwell
Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

ADAMS COUNTY STEERING COMMITTEE

FRIENDSHIP VILLAGE HALL
NOVEMBER 29, 2005
6:00 P.M.

On Tuesday, November 29, 2005 at 6:00 P.M., David Grabarski, Chairman, called the meeting to order with the following members present: Cathy Croke, Jodi Helgeson, and Jay Jocham. Robert Donner, Barb Morgan and Dan Wood were excused. Others present were: Dennis Lawrence, North Central Wisconsin Regional Planning Commission.

Approval, Additions Or Corrections To The Agenda As Mailed: Jodi Helgeson made a motion to accept the agenda as mailed. Cathy Croke seconded the motion. All in favor. Motion carried.

Approval, Additions or Corrections to the minutes of the October 25, 2005 meeting: Cathy Croke made a motion to accept the minutes as presented with the punctuation corrections identified by Robert Donner's notes. Jay Jocham seconded the motion. All in favor. Motion carried.

Update on the Local Planning Process: Dennis Lawrence distributed a handout showing the status of each town in the planning process. The NCWRPC has completed all of the final draft plans for local review and action. He said that things are moving along, although slowly. Most towns are reaching the stage of plan commission recommendation for adoption.

He highlighted the Town of Colburn which had a special meeting and adopted village powers, by a very close vote. Their next step will be to establish a plan commission to review the final draft plan. Monroe which had village powers, then lost them, and then regained them, is back meeting as a plan commission. New Haven is on the verge of adoption, to be followed by Jackson. Lincoln is also near adoption. Both Big Flats and New Chester are tentatively set to have meetings in January. February and March will see others adopt.

He then discussed the towns that are the furthest behind. Easton is struggling, Leola has some other issues and have put the plan on hold, and Quincy has seemed to stall. Springville is still mulling over the issue of village powers. Hopefully a meeting will occur in January to discuss, but at this time it is unknown. He reminded the committee that village powers are a requirement for the adoption of a comprehensive plan by a town.

He closed by saying that only those local units that adopt a plan will be eligible for the grant reimbursement. So it is to the County's advantage to encourage these towns to stay on track.

Comprehensive Plan Element Review & Discussion related to Goals, Objective & Policies: The final drafts of the County Transportation and Economic Development elements were provided via mail to the members for their review.

The goals, objectives and policies section of each element were reviewed as was any new information added to the element. The committee considered numerous changes/edits that were submitted by Robert Donnor as the elements were reviewed.

Transportation...page 30, add to the end of the goal, "while maintaining the rural character of the county". On the same page, policy 3, insert a reference to "billboards" after the word development. Add a policy 22 on page 32 to read, "Consider the development of a billboard ordinance to maintain the rural character and the scenic beauty of the County". A few typos were also corrected.

Economic Development...page 26, add to the end of goal 1, “while maintaining the rural character of the county”. Same page goal 4, replace and with “the”. Add the word “consider” to the beginning of each of the recommendations under objective 2. Page 27, objective 3, remove the words and assist and add “to Adams County” to the end of the statement. Same page, last recommendation under objective 5, insert “with” after the word work. A few typos were also corrected.

Audience Comment: None

Adjourned at 8:05 P.M.: Cathy Croke made a motion to adjourn. The next meeting will be on January 24, 2006 at 6:00 P.M. at the Friendship Village Hall. Jay Jocham seconded the motion. All were in favor. Motion carried.

These minutes have not been approved by the Committee

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
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P.O. BOX 187 -- FRIENDSHIP, WI 53934

ADAMS COUNTY SURVEYOR'S REPORT # 387

February 6, 2006
Report for the month of January, 2006

This year's Government Corner Maintenance Program has been started. All of the Section Corners in Dell Prairie, New Haven, Jackson and Springville will be visited and the Record sheet will be updated. This will be an ongoing project throughout the year.

I am continuing with the duties of my office and responding to inquiries from the public and county personnel.

Respectfully Submitted;

Gregory P. Rhinehart,
Adams County Surveyor

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY
SURVEYOR
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SUMMARY OF ACCOUNTS 2006

	<u>RETAINED</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	10 \$20,000.00	\$ 400.00	
JANUARY			
Balance	\$3,600.00	\$20,000.00	\$ 400.00
FEBRUARY	300.00		
Balance	\$3,300.00		
MARCH			
Balance			
APRIL			
Balance			
MAY			
Balance			
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance			
Grand Total			

ADAMS COUNTY SURVEYOR'S OFFICE
 GREGORY P. RHINEHART, COUNTY SURVEYOR
 P.O. BOX 187, FRIENDSHIP, WI 53934
 (608) 339-4226

SUMMARY OF ACCOUNTS 2005

	<u>RETAINED</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	300.00	\$20,000.00	\$ 400.00
JANUARY	300.00		
Balance	\$3,600.00	\$20,000.00	\$ 400.00
FEBRUARY	300.00	6,201.25	50.00
Balance	\$3,000.00	\$13,798.75	\$ 350.00
MARCH	300.00	10,196.65	
Balance	\$2700.00	3,602.10	
APRIL	300.00		\$350.00
Balance	\$2400.00	\$ 3,602.10	
MAY	300.00		\$350.00
Balance	\$2100.00	\$ 3,602.10	
JUNE	300.00		\$350.00
Balance	\$1800.00	\$ 3,602.10	
JULY	300.00		\$350.00
Balance	\$1500.00	\$ 3,602.10	
AUGUST	300.00		\$350.00
Balance	\$1200.00	\$ 3,602.10	
SEPTEMBER	300.00		\$350.00
Balance \$ 900.00		\$ 3,602.10	
OCTOBER	300.00	1,972.00	
Balance \$ 600.00		\$ 1,630.10	\$350.00
NOVEMBER	300.00		
Balance	300.00	\$ 1,630.10	\$350.00
DECEMBER	300.00	1,630.10	295.02
Balance	\$ 0.00	\$ 0.00	\$ 4.98
Grand Total \$ 0.00		\$ 0.00	\$ 4.98

VETERANS SERVICES COMMITTEE MINUTES

January 13, 2006

Members present: Chairperson - Beverly Ward, Vice Chair - Larry Babcock, Teresa Harvey-Beversdorf, Maureen Bruce, Joyce Kirslenohr, Cynthia Loken, Agnes Weingarten.

Members with excused absence: Charles Rath

1. Chairperson - Ward called the meeting to order at 10:30 a.m.
2. Motion was made Weingarten to accept the minutes from December as printed. Seconded by Bruce . All in favor, motion carried.
3. Mr. Johnson made an announcement in regards to the Service Officer Spring Conference meeting. He plans on attending. It will be held the week of April 24 - 28 in Pewaukee, WI.
4. Mr. Johnson gave the monthly service officer's report and monthly calendar. Motion made by Babcock to accept the monthly service officer's report and monthly calendar. Seconded by Weingarten . All in favor, motion carried.
5. The financial statement was discussed. Everything was found to be in order. Motion was made by Loken to accept the financial statement. Seconded by Bruce.
6. Next meeting date was set for Friday, February 10, 2006 at 9:30 a.m., at the Human Services Department.
7. Motion to adjourn the meeting by Weingarten, seconded by Loken . All in favor, motion carried. The meeting was adjourned at 10:45 a.m.

Respectfully submitted,
Ron Johnson
Recording Secretary

VETERANS SERVICES COMMITTEE MINUTES

February 10, 2006

Members present: Chairperson - Beverly Ward, Vice Chair - Larry Babcock, Teresa Harvey-Beversdorf, Joyce Kirslenohr, Cynthia Loken, Charles Rath, Agnes Weingarten.

Members with excused absence: Maureen Bruce, Dr. Hawy Mikhaeel

8. Chairperson - Ward called the meeting to order at 9:10 a.m.
9. Motion was made by Babcock to accept the minutes from January as printed. Seconded by Kirslenohr. All in favor, motion carried.

10. Mr. Johnson made an announcement in regards to the Service Officer's CVSO Advisory Council meeting on Tuesday, February 21, 2006. He plans on attending.
11. Mr. Johnson gave the monthly service officer's report and monthly calendar. Motion made by Rath to accept the monthly service officer's report and monthly calendar. Seconded by Weingarten. All in favor, motion carried.
12. The financial statement was discussed. Everything was found to be in order. Motion was made by Rath to accept the financial statement. Seconded by Kirslenlohr.
13. Next meeting date was set for Friday, March 10, 2006 at 9:00 a.m., at the Human Services Department.
14. Motion to adjourn the meeting by Loken, seconded by Harvey-Beversdorf. All in favor, motion carried. The meeting was adjourned at 9:20 a.m.

Respectfully submitted,

Ron Johnson
Recording Secretary

Adams County Youth Commission
January 3, 2006

Called to order by Florence Johnson. Present Becky Kirslenlohr, Jim Grabarski, John Keuler, and Lori Golden.

Motion Jim/Becky to approve minutes of November 1, 2005. M.C.

Survey summary presented by John. Amazing to see how many activities are already available for youth in our county, either thru school or organizations. Results discussed at great length.

Financial Report discussion took place. Becky to meet with IRS to take care of W2 and any end of the year needs of Youth Commission Meeting with H&R Block.

Motion Becky/Jim to adjourn until February 6, 2006 at 6:30 p.m. M.C.

Respectfully submitted,
Florence Johnson

These minutes have not been approved by the committee.

